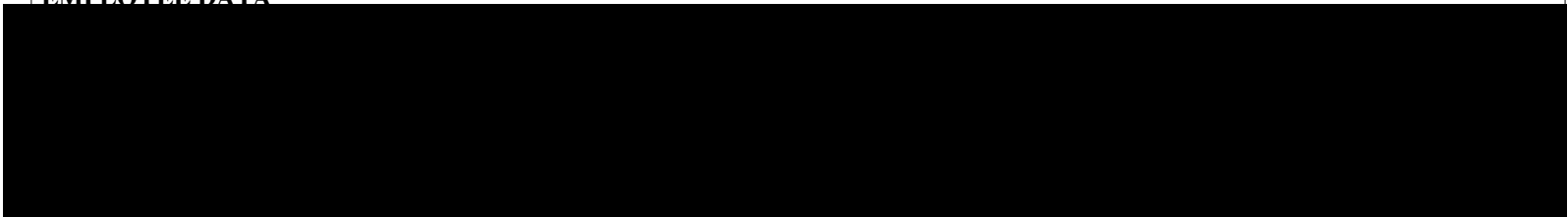


NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|--|--------------------|---------------------|---|--|--------------------------------|-----------------------|--|--------------------|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) NEGRON, MICHAEL A | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/14/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority REG 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0697 SCH137 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 14 | 07 | 147,034.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 112,687.00 | | 34,347.00 | | 147,034.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 04 2021 | | | | | | | |

EMPLOYEE DATA



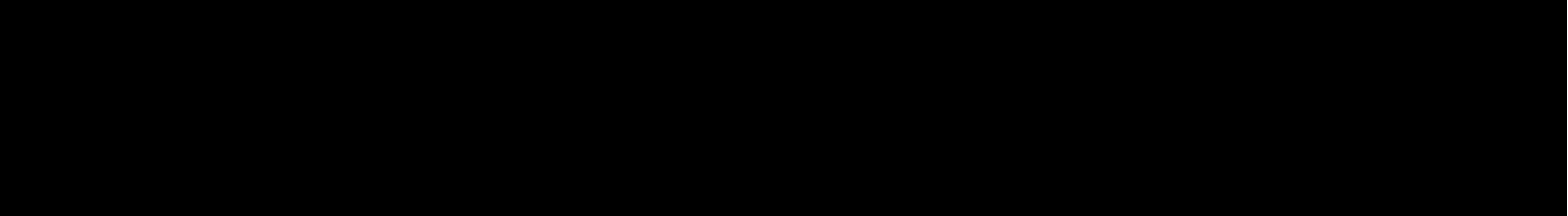
POSITION DATA

| | | | | | | | | | | |
|---|---|--|--|---|------------------------|--|--|----------------------------|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 2 | <small>1 - Competitive Service 3 - SES General</small> <small>2 - Excepted Service 4 - SES Career Reserved</small> | | E | <small>E - Exempt</small> <small>N - Nonexempt</small> | | | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED APPOINTMENT IS INDEFINITE. | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 02/01/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|--|---|--|--|---|--|--------------------------------|--|--|--|--|
| 1. Name (Last, First, Middle) LEWIS, ANN L | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/20/2021 | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 05/19/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code Y9K | | 5-D. Legal Authority SCH C 213.3302(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0062 SBGS62 | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | |
| GS | | 0340 | | 15 | | 07 | | 172,500.00 | | PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | |
| .00 | | .00 | | .00 | | .00 | | 132,552.00 | | 39,948.00 | |
| 20C. Adj. Basic Pay | | 20D. Other Pay | | 22. Name and Location of Position's Organization | | 22. Name and Location of Position's Organization | | 22. Name and Location of Position's Organization | | 22. Name and Location of Position's Organization | |
| 172,500.00 | | .00 | | SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | |
| | | | | | | SB 312100000000000000 PP 02 2021 | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | |
|---|--|-----|--|-----|--|------------------------|--|-----|----------------------------|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | E - Exempt N - Nonexempt | | | | | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |

45. Remarks

WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NOT PREVIOUSLY COVERED. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. ON PART-TIME OR INTERMITTENT APPOINTMENT IN SBA. GOVERNMENT SHARE OF PREMIUM FOR HEALTH BENEFITS COVERAGE WILL BE REDUCED BECAUSE YOU ARE WORKING PART TIME. YOU WILL HAVE TO PAY THE EMPLOYEE SHARE OF THE PREMIUM PLUS THE DIFFERENCE BETWEEN WHAT THE GOVERNMENT PAYS FOR YOUR ENROLLMENT AND THE AMOUNT THE GOVERNMENT PAYS FOR A FULL-TIME EMPLOYEE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | | | 48. Personnel Office ID 1826 | | |
| 49. Approval Date 01/21/2021 | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | |

Highlights & Qualifications

- 20+ years of professional experience
- 4 General Election campaign cycles and 3 Primary Election campaign cycles
- Diverse, interdisciplinary social sector experience in organizational strategy, planning and advisory roles
- Accomplished and agile operative with robust political fluency and strategic/tactical acumen
- Skilled in both grassroots and grassroots intersectional outreach and engagement – successfully mobilizing diverse interests and stakeholders in support of shared outcomes
- Practiced and knowledgeable in data and digital platforms (including Civis, NGP-VAN/Votebuilder, Mobilize, Google Suite, etc.)

Political Sector Experience

Pennsylvania Democratic Party | Coordinated Campaign —General Election Campaign

Deputy Organizing Director (General)

Philadelphia, Pennsylvania — 2020-Present

- In June 2020 was reassigned to the Pennsylvania Coordinated Campaign with responsibility for Philadelphia (Center City, South Philadelphia and Northeast Philadelphia) and, beginning in August, Bucks County as well;
- Managed and coached a team of 5 Regional Organizing Directors and 38 virtual (and later in-person) Organizers;
- Worked with my team and senior leadership to develop, refine and implement a virtual organizing program that resulted in consistent growth in volunteer capacity and success across all performance metrics;
- In September 2020, co-led initial in-person program roll-out in Philadelphia and Bucks counties, including Vote Early In-Person and Lit Drop volunteer actions;
- In October 2020 was assigned to develop, refine and manage all in-person canvassing for Philadelphia County;
- In a 5 week period, managed the successful transition from virtual to in-person action, including the recruitment of over 3,600 in-person volunteers, 7,000 canvass shifts and, during the final 4 days of GOTV, the completion of nearly 2 full passes of the canvass universe in Philadelphia with over 500,000 doors knocked;
- In November 2020, together with a colleague, managed organizing's role during ballot cure and the mail-in/provisional ballot canvasses in Philadelphia County – supporting Voter Protection's efforts with a team of over 15 dedicated organizing staff and over 120 volunteers.
- Together with my team, Philadelphia County exceeded 2016 turnout by over 20k votes, and Bucks County experienced record-breaking results (during a pandemic, no less) with a 20%+ increase (from 2016) in voter turnout and increased win margin (from 0.8% in 2016 to 4.4% in 2020).

Biden for President — Primary Campaign

Deputy Organizing Director, Mid-Atlantic (Primary)

Virtual — 2020-20

- After transition to virtual work, managed a team of virtual RODs and organizers in the Mid-Atlantic Pod;
- Worked with Organizing Director and colleagues to inform, refine and implement an innovative and responsive virtual organizing program — employing new and existing technology platforms together with novel applications of organizing resources to deliver sustained outreach and engagement of supporters and stakeholders, dynamic volunteer activation and retention, and the successful mobilization of voters.

Biden for President — Primary Campaign

Deputy Organizing Director, Ohio (Primary)

Columbus, Ohio — 2020-20

- After the South Carolina Primary, promoted to Deputy Organizing Director and reassigned to Ohio;
- Managed a team of 3 Regional Organizing Directors with responsibility for key counties (including Cuyahoga, Franklin, Lucas & Summit);
- As part of senior leadership team, supported Organizing Director in the intake and onboarding of organizing staff and the implementation of truncated organizing program;
- Coordinated with Political and Communications to support key priorities, including outreach and engagement of key stakeholders, as well as the management of successful earned media events;
- Assisted with the transition from in-person to virtual work.



Biden for President — Primary Campaign

Regional Organizing Director, Lowcountry, South Carolina
Charleston, South Carolina — 2019-20

- Managed a team of organizers in South Carolina's Lowcountry (including Charleston, Berkeley, Dorchester, Colleton, Jasper, Hampton and Beaufort counties); later assigned additional accountability for Orangeburg & Bamberg counties;
- Independently developed and implemented a robust and highly successful organizing program — enabling unequaled organizing capacity and securing highest voter turnout for a primary in the history of South Carolina;
- Hired, trained and coached a dynamic and dedicated team of first-time organizers who, despite limited resources, built an organization that delivered the Lowcountry for Vice President Joe Biden;
- Consistently ranked as the top performing region statewide across key performance metrics.

JB for Governor — Primary & General Election Campaign

Field Organizer
Chicago, Illinois — 2017-18

- Developed robust field organization through effective engagement, recruitment and training of volunteers;
- Cultivated contacts with key stakeholders and influencers, local community groups and organizations;
- Employed data/digital resources (including NGP-VAN, Hustle, Mobilize, etc.) to target and engage volunteers;
- Built a team of 20+ active volunteers and 5 Organizing Fellows during final six weeks of Primary campaign;
- Trained and managed diverse team of 40+ volunteers and fellows during GE campaign;
- Consistently among top 3 performers statewide across key metrics.

Elizabeth For MA (Elizabeth Warren US Senate Campaign)

Regional GOTV Lead; Deputy Regional Field Director
Massachusetts — 2011-12

- Supported regional leadership with all Berkshire (South) County field activities; recruited, trained and managed 3 organizers; developed and maintained digital resource library; prepared FO agenda, materials and documents; engaged and managed relationships with local leaders; accountable for data management and reporting.
- Coordinated with field and operations teams to develop, deploy and manage GOTV staging resources and logistics; managed regional boiler room activities and reporting; directed successful GOTV operations for general election.

Obama For America — General Election Campaign

Regional GOTV Coordinator (WI); Field Organizer (IL/WI)
National Headquarters; Illinois; Wisconsin — 2008

- Coordinated with field and operations teams to develop, deploy and manage GOTV staging resources and logistics; liaised with local union leadership to train, manage and deploy during GOTV – including 300+ line phone banking center and staging location; coordinated regional boiler room activities and reporting; directed successful GOTV operations for Milwaukee county.
- Recruited, trained and managed volunteers in Illinois and Wisconsin; managed scheduled phone banks and canvasses, including training, turf cutting, and reporting/data integrity.

Obama For America — Primary Campaign

Field Organizer (MD/WI); Deputy Field Organizer (SC)
South Carolina; Maryland; Wisconsin — 2008

- Organized, trained and managed volunteers in SC-1 and SC-6.
- Recruited, trained and managed volunteers in Maryland and Wisconsin; managed scheduled phone banks and canvasses, including training, turf cutting, and reporting/data integrity; served as SLD during Maryland (Baltimore County/Towson) primary GOTV.



Private, Public & Social Sector Experience

PathFound Group, LLC

President

Chicago, Illinois; New York, New York — 2012-2017

Managed strategic advisory firm and provided clients with a comprehensive suite of principled, values-driven services and solutions to aligned social ventures, public and non-profit organizations.

The Xigent Group

Managing Director; Member, Board of Directors

Chicago, Illinois; Glasgow, Scotland; Berlin, Germany — 2003-05; 2008-11

Managed social venture that promoted the successful innovation commercialization of intellectual property sourced within academic and governmental institutions; facilitated economic development and job creation within distressed communities through incubation, commercialization and targeted investment activities.

Community, Advocacy & Volunteer

USO of Illinois

Volunteer, US Navy Recruit Liaison

Chicago, Illinois — 2016-2019

Conrad Foundation

Strategic Advisor to the Founder & Chair

Washington, DC — 2013-2015

University of Glasgow, Adam Smith Business School

Guest Lecturer, Social Enterprise & Entrepreneurship

Glasgow, Scotland — 2010-2011

John Dewey Academy

Student Mentor & Staff Counselor

Great Barrington, Massachusetts — 2005-06

Emanuel for Congress

Campaign Volunteer

Chicago, Illinois — 2003-2004

City Year Chicago

Volunteer, Day of Service

Chicago, Illinois — 2015-2019

Platform.org

Member, Board of Directors

New York, New York — 2013-2014

Obama for America

Volunteer; Canvasser; Phone Bank Supervisor

Chicago, Illinois & Charleston, South Carolina— 2007

Sierra Club

Member, National Advisory Board

Chicago, Illinois; Washington, DC — 2001-2005

Durbin for US Senate

Campaign Volunteer

Chicago, Illinois — 2001-2002

Academic

University of Chicago

Chicago, Illinois — 1992-94, 1998-99

Political Science; Interdisciplinary Studies

Joint A.B/A.M Program

Yale University

New Haven, Connecticut — 2005-06

International Studies

Student-at-Large



EXPERIENCE

Economic Policy Advisor, **Senator Chris Coons (D-DE)** – Washington, DC. 2018-present

- Manage four-person economic policy team advising Sen. Coons on small business, tax, trade, banking, budget, labor, manufacturing, retirement, housing, and transportation. Lead Sen. Coons' work on Small Business Committee and policy work in support of his role as Ranking Member on the Financial Services and General Government (FSGG) Appropriations Subcommittee.
- Lead Sen. Coons' small business COVID response work. Wrote his *Small Business Debt Relief Act*, enacted with the *CARES Act* (Sec. 1112), which provided approximately \$12 billion in relief to 320,000 small businesses; and his *P4 Act*, to provide a second round of PPP loans to hard-hit employers.
- Oversaw Sen. Coons' other small business legislative efforts, including his *Next Generation Entrepreneurship Corps Act*, to establish a grant program for new entrepreneurs in distressed communities; his *SIGMA Act* to enhance capital access programs for small manufacturers; his *RAMP for Innovators Act* to increase commercialization support for SBIR awardees, and his SCORE reauthorization bill.
- Lead Sen. Coons' manufacturing and innovation agenda, including his bill to reauthorize Manufacturing USA, enacted with the FY 2020 NDAA, and his bill cosponsored by Sen. Dick Durbin (D-IL) to fund an \$80 billion competition for R&D investment in US cities.
- Lead Sen. Coons' savings and opportunity agenda. Wrote his *Saving for the Future Act*, cosponsored by Sen. Amy Klobuchar (D-MN) and featured in her presidential platform, to address the racial wealth gap and expand workplace-led savings to 49 million workers.

Deputy Director of the Economic Program, **Third Way** – Washington, DC. 2015-2018

Senior Policy Advisor, 2014 | Policy Advisor, 2012-2014

- Managed analysts conducting research, advocating policy, and advising lawmakers and candidates on fiscal policy, small business, capital access, employment, the federal budget and economic growth.
- Published dozens of reports and briefs, covered in outlets including the *Washington Post* and *New York Times*. Authored op-eds that ran in *Politico*, *The Hill*, and *US News*.
- Economic inequality research and new policy ideas comprised Third Way's 12-part, 2018 *Opportunity to Earn* agenda, designed to inform 2020 Democratic presidential race.
- Helped plan, carry out 2014 national workforce summit with Vice President Joe Biden.
- Ran quarterly briefings for Hill staff. Spoke as panelist in Congress and at conferences.

Associate, **Eurasia Group** – Washington, DC. 2014-2015

- Wrote research notes forecasting fiscal, trade, and financial regulatory policy for political risk and consulting firm's global corporate and investor clients.

Social Studies Teacher, **YES Prep Public Charter School** – Houston, TX. 2007-2010

- Taught 7th, 9th, and 10th grade social studies. Coached boys' soccer and cross country.
- 100% of students passed Texas state exam, and 67% earned "commended" scores.

VOLUNTEER

Mentor and Program Manager, **Space of His Own** – Alexandria, VA. 2013-present

- Youth mentor since 2013. Ran mentorship program for 12 fifth grade boys in 2015-2016.

Volunteer Teacher, **St. Mary's Boys Secondary School** – Nyeri, Kenya. Fall 2009

- Taught high school English and geography for fall term. Founded student book club.

EDUCATION

Master of Arts in International Relations and International Economics

Johns Hopkins University School for Advanced International Studies – Washington, DC. 2012

Master's Thesis: "US Manufacturing, Lobbying, and Exchange Rate Policy: the 1980s-2000s"

Bachelor of Arts in History

Rice University – Houston, TX. 2007

SELECTED PUBLICATIONS

- Unemployment to Reemployment: An Idea to Modernize the Safety Net for the Digital Age, *Third Way*, forthcoming, Aug. 2018
- Apprenticeship America: An Idea to Reinvent Postsecondary Skills, *Third Way*, June 2018
- New Data Show Job Disruption is Not Job Destruction, *Third Way*, April 2018
- New Generation of Ideas: A Social Contract for the Digital Age, *Third Way*, March 2018
- Principles for Pro-Growth Tax Reform, *Third Way*, August 2017
- Five Reasons Wall Street Reform Must Be Saved, *Third Way*, Feb. 2017
- To Grow New Business, Improve Access to Credit, *Third Way*, Sept. 2016
- Where are the Job Offers? *Third Way*, Aug. 2016
- Half a Million for Half a Buck, *Third Way*, May 2016
- Missing the Juice: What's Happening with Productivity Growth? *Third Way*, Mar. 2016
- Recovered or Not: What's Happening with U.S. Unemployment? *Third Way*, Jan. 2016
- What China's Push to Globalize its Currency Means for the U.S., *Third Way*, Oct. 2015
- Q&A on International Corporate Tax Reform, *Third Way*, Sept. 2014
- Why Not a Minimum Pension? *Third Way*, Sept. 2014
- The U.S. Corporate Tax Code is Bananas, *U.S. News*, May 2014
- Q&A on Corporate Tax Reform, *Third Way*, Nov. 2012

TERRENCE D. CLARK

E : [REDACTED] | P : [REDACTED] | A: [REDACTED]

Communications professional adept in media relations, rapid-response communications, research and project management; experience working in various paced environments, including political campaigns, corporations, PR agencies and non-profits.

EXPERIENCE & PROFESSIONAL DEVELOPMENT

Reverend Warnock for Georgia (U.S. Senate) Campaign

Mar. 2020 – Present

Spokesperson & Director of Communications

Atlanta, GA

- Communications advisor tasked with working with consultants and senior leadership to develop and implement an aggressive earned media strategy for leading Georgia special Senate election challenger.
- Drove sustained coverage for first-time candidate resulting in to-date: 7B+ Unique Monthly Viewers, \$18M+ in publicity value, 900+ clips, nearly 200 interviews and [viral engagement](#) in the New Media space.
- Produced and/or coordinated high-profile press hits with national/specialty outlets during COVID-19 pandemic, such as participation in [tribute to the late Congressman John Lewis](#) for the 2020 Democratic National Convention.
- Secured DailyKos endorsement, a progressive org that raised over \$665K for the campaign in grassroots donations.
- Led candidate's weekly message prep sessions and oversaw a 4-person team covering surrogate communications, negative messaging, Op-ed/LTE programs, and constituency media.
- Directed and planned rapid response for the Atlanta Press Club Loudermilk-Young Debate, coordinating 10+ staffers across Comms, Research, Digital with support outside the campaign.
- Managed \$25K budget for constituency media/print ad buys across the state.

Elizabeth Warren for President Campaign

Mar. 2019 – Mar. 2020

Nevada Communications Director & Southeast Regional Communications Lead

Las Vegas, NV

- Directed the West/SW states messaging operation as part of the Communications team for U.S. Sen. Elizabeth Warren's presidential nomination bid; campaign resulted in an overall 3rd place finish out of 25+ candidates.
- Oversaw press outreach and worked with State, Political, Organizing and Advance Team(s) for 11 states: NV caucuses; CA, TX, CO, AZ, UT, OK, GA, NC, TN, LA primaries (+90 markets, including 8 of top 20); deployed to manage SE.
- Hired and managed daily responsibilities of Press Secretary, including booking local broadcast interviews for principal/surrogates; building messaging events; briefing national reporters; completing candidate questionnaires; and media training/prepping local elected officials, national surrogates, campaign staff, and volunteers for interviews.
- Developed system to process and analyze engagement opportunities; secured exclusives for new ad rollouts; served as Nevada political liaison at events and helped coordinate Southern state endorsement meetings, as needed.
- Aided communications director in managing responses to negative stories and inquiries regarding election concerns.

Bob Casey for Senate Campaign

Apr. 2018 – Nov. 2018

Deputy Communications Director

Philadelphia, PA

- Assisted in developing positive messaging to successfully reelect U.S. Sen. Bob Casey by 13 points in a swing state.
- Traveling spokesperson responsible for briefing/staffing the Senator during interviews; securing coverage of events and surrogate visits across 42 counties; led the campaign's Black, Latinx and LGBTQ+ outlet outreach and radio booking.
- Drove \$98K in Pa. TV publicity value reaching 1.7M voters in addition to earned print media across 11 media markets.
- Managed onsite press for major events: 7 county post-primary tour, 600-person rally and 100-person canvass kickoff.
- Drafted remarks and talking points for the Senator and surrogates, LTEs, op-eds and communications plans.

Center for American Progress

Sept. 2016 – Mar. 2018

Deputy Press Secretary, War Room (Jan. 2018 – Mar. 2018)

Washington, D.C.

Communications Associate, War Room (Sept. 2016 – Dec. 2017)

- Promoted CAP Action's policies and advocacy through rapid-response, long-form communications, building relationships with the press and working with reporters to release exclusive polls, reports and digital products.
- Shaped stories on-background producing over 13M print, 410M online and 49M social impressions.
- Served as part of team that placed over 200 clips in 40 states during the health care debate; supervised "storyteller" program connecting reporters to real people (without attribution), generating approximately 15% of total coverage.
- Organized briefings between policy experts and national & state reporters to educate the public on the ACA repeal bill's impact; outlets included New York Times, Miami Herald, Associated Press, NPR, The Hill and HuffPost.
- Bracketed Senate candidates with opposition research for pre/post-debate stories.
- Coordinated broadcast media for Annual Ideas Policy conference which featured risers, pool cameras, and live shots.

The Coca-Cola Company**July 2015 – Feb. 2016***Project Coordinator, Public Affairs & Communications (Contract)**Atlanta, GA*

- Supported the advancement of the Company's corporate social responsibility priorities through project & sponsorship management and event planning, including overseeing logistics and 125 volunteers for MLK/Hosea Helps Day.
- Tracked and balanced The Coca-Cola Foundation grants totaling \$16.3 million; managed project budget of \$750K.

OTHER PR & COMMUNICATIONS INTERNSHIPS

SKDKnickerbocker D.C. (Feb. – Sept. 2016) • **Edelman ATL** (Jan. – July 2015) • **Cartoon Network** (Sept. – Nov. 2013)**EDUCATION & CIVIC ENGAGEMENT**

Georgia State University, J. Mack Robinson College of Business, Bachelor of Business Administration, Marketing **Aug. 2014**

Black Public Relations Society of Atlanta • Alpha Kappa Psi Fraternity, Inc. • Collegiate 100 of Atlanta

SKILLS PROFILE

CisionPoint, WordPress, TV Eyes, Microsoft Office, Tweet Deck, Meltwater, Salesforce, Radian 6, 51 WPM

NATALIE MADEIRA COFIELD

Entrepreneur and executive with over 15 years of experience in securing diverse capital, building strategic partnerships and leading state and local economic development policy advocacy to successfully incubate and scale small business development and expansion initiatives in communities throughout the United States.

Notable Accomplishments

- Secured over \$22 million in capital to invest in entrepreneurial ventures and small business programs and initiatives
- Selected as US Chamber of Commerce, American Express, and PayPal COVID 19 rapid response and pandemic recovery ecosystem partner responsible for allocation of \$10 million in critical financial and technical assistance resources for Black-owned, women-owned business throughout the US
- Developed multi-sector external partnerships with federal agencies, philanthropy and Fortune 500 companies including the Minority Business Development Agency, the US Chamber of Commerce and US Chamber of Commerce Foundation, U.S. Small Business Administration, Bill & Melinda Gates Foundation, Google, Microsoft, Facebook, Citibank, Comcast, Wells Fargo and American Express

Summary of Professional Experience

Founder

January 2010 -Present

Walker's Legacy, Washington, DC

- Conceptualized, launched and built national digital multimedia platform featuring content and educational programming for a network of over fifteen (15) chapters representing 60,000 multicultural women entrepreneurs
- Successfully generated more than \$5M in contracts, sponsorships, partnerships and revenue on behalf of the organization, including partnerships with Airbnb, Google, Paypal, Verizon, Microsoft, Wells Fargo, IBM, Teach for America, Emily's List, Minority Business Development Agency, and AARP, among others
- Produce large scale events, activations and conferences for over 5,000 attendees each year
- Lead program operations including the launch and scale of a regional hub membership model
- Oversee external stakeholder engagement, establishing long-term communication, advisory and mission-aligned partnerships supporting company's annual strategic goals
- Leveraged investments from entities including W.K. Kellogg Foundation, Citibank, HSBC to establish the organization's nonprofit arm, Walker's Legacy Foundation

Entrepreneur-in-Residence,

January 2019 - January 2020

Government of the District of Columbia, Mayor Muriel Bowser

- Inaugural Entrepreneur-in-Residence for the District of Columbia, establishing District's first creative economy accelerator for Office of Cable TV, Film, Music and Entertainment (*one-year appointment*)
- Represent entrepreneurs for agency-wide COVID-19 disaster recovery, providing testimony for the District of Columbia City Council on challenges and opportunities experienced by the creative economy
- Conceptualized and executed digital education programmatic initiative designed to enhance the exposure, platform and networks of DC's creative entrepreneurs, including virtual masterclasses, fireside chats, and a podcasting series

NATALIE MADEIRA COFIELD

Founder & CEO

August 2015 – May 2017

Urban Co-Lab, Austin, TX

- Conceptualized, launched and led development of organizational and programmatic framework for start-up entrepreneurship and co-working space in East Austin **named Top Coworking Space in Austin in 2016**
- Led acquisition and renovation of 4,000 sq. ft. facility, including project oversight and administration of building design, construction, budget management, quality control and timeline management
- Led external stakeholder engagement resulting in multi-sector funding partnerships with entities including the City of Austin, South by Southwest (SXSW), Google, SnapChat, EBONY Magazine, and the University of Texas at Austin
- Led more than 100 workshops, trainings and programs for Austin-based and national entrepreneurs
- Established staffing and governance structure, including initiating hires and the creation of advisory board
- Contributed to the creation of a Business Improvement District (BID) and the successful launch of inaugural neighborhood festival
- Developed, managed and implemented the Creative Entrepreneur Accelerator and \$10,000 creative entrepreneur competition

President & CEO

August 2011 – November 2015

Greater Austin Black Chamber of Commerce, Austin, TX

- Drove multi-year revenue growth, emphasizing strategic partnerships and membership **expansion resulting in the organization becoming the second-largest Black business association in the state**
- Provided economic development policy recommendations and testimony for the region
- Founded the Austin Black Technology Council, successfully attracting multi-year corporate memberships and partnerships from leading global tech companies including Facebook, Dell, Samsung, Applied, AMD, and Google
- Acted as ambassador for economic development and international relations, establishing partnerships with major technology hubs including London, Brazil, Johannesburg, Nairobi, Silicon Valley, Washington, DC, and New York
- Directed operational, financial and programmatic strategy and outcomes across the organization

Founder & President

June 2009 – August 2011

NMC Consulting Group, Inc., Washington, DC

- Conducted extensive proposal writing on behalf of clients resulting in more than **\$10M in contracts and grant financing**
- Led business development, operations and financial management for boutique consultancy serving economic development agencies throughout the Greater Washington metropolitan region
- Provided expertise to small business clients in areas including business management consulting, business development, supplier diversity, economic policy and corporate relations
- Established measurable business programs including conferences, workshops and training initiatives on behalf of businesses, associations, chambers and economic development organizations

Director, Industry & Business Development

November 2006 – June 2009

Washington DC Economic Partnership, Washington, DC

Director, Industry & Business Development, *September 2007- June 2009*

Manager, Business Development, *November 2006-August 2007*

- **Raised more than \$500,000 annually through government grants, corporate sponsorship and events**
- Established *BusinessPremier*, a business retention and expansion funding and technical assistance initiative providing \$100,000 in start-up capital for early-stage businesses and training for over 1,000 established businesses

NATALIE MADEIRA COFIELD

- Conceptualized and produced annual *BusinessPremier* Small Business Awards with attendance of over 300 including elected representatives from all branches of US government
- Acted as lead editor & co-author of “*Doing Business in DC Guide*,” resulting in 20,000 copies published in five languages
- Acted as economic development ambassador on behalf of the District of Columbia, including hosting international delegations, conducting trade missions, and cultivating international Sister City relationships on matters pertaining to economic development
- Secured \$45,000 from Citibank to establish Ph.D. fellowship to advance regional business development efforts

Program Management Consultant

June 2006 – September 2006

Merrill Lynch Foundation, New York, NY/London, UK

- Designed program framework and conducted budget management, team selection and participant selection activities to support creation of an international business education program
- Designed and implemented staff and leadership trainings involving senior leadership, including former bank Chairman and the US Ambassador to the United Kingdom
- Presented key recommendations, findings and reports to executive leadership

Special Assistant to the General Manager, National Urban Fellow

September 2005 – May 2006

City of Los Angeles Department of Community Development, Los Angeles, CA

- Conducted project management activities contributing to the establishment of a city-wide economic development framework, adopted by the Mayor’s Office and City Council to guide allocation and use of \$800 million in federal and local funding
- Acted as lead research analyst in the analysis of economic indicators, real estate indicators and location quotient and industry cluster analysis
- Evaluated and presented performance reporting for the \$2M Los Angeles Business Assistance Program

Management Consulting Services Analyst

August 2003 – May 2005

JPMorgan Chase, New York, NY

- Led internal stakeholder engagement and data analysis in the development of an operational governance model for a multi-million contract for global technology client
- Assessed bank branch performance and created reports pivotal to District Watch initiative that provided operational improvements for poor performance districts and the implementation and monitoring of national business development campaigns for Chase Small Business Retail Division
- Developed financial reports to monitor and reconcile budgets and investment revenues for total expenses up to \$1M for JPMorgan Partners, Private Equity Division

Education

Baruch College, School of Public Affairs, New York, NY , 2006

Master of Public Administration, Economic Development

National Urban Fellow, Pi Alpha Phi Honor Society, Named 30 Under 30 by EBONY Magazine

Howard University School of Business, Washington, DC, 2002

Bachelor of Business Administration

Gates Millennium Scholar, HU Trustee & Leadership Scholar, Golden Key Honor Society

NATALIE MADEIRA COFIELD

Awards & Recognition

- 100 Entrepreneurs Making a Difference During COVID-19, Entrepreneur Magazine (Cover Story)
- 2019, 100 Powerful Women in Business, Entrepreneur Magazine
- 2018, Advocate of the Year, US Department of Commerce, Minority Business Development Agency

Kendall Corley



Summary Since 2001, I have served in many different political capacities. In 2005 I formed **K.L. Corley and Associates LLC** specializing in political, public, and governmental affairs serving in over 100 campaigns and initiatives.

- Areas of Expertise**
- Grassroots organizing
 - Political and Constituent group outreach
 - Political and Governmental affairs
 - Religious affairs outreach
 - African American Outreach
 - Field Plan Development
 - Endorsement Outreach
-

Experience Obama for America Columbia, SC and Norfolk, VA 3/07-2/08
Midlands Director, Religious affairs outreach, and Norfolk Political Director.
Responsible for support and development of all Political and Religious activities and outreach.

- Developed outreach plan and endorsements.
- Encouraged in-kind giving (facilities, manpower, volunteers)
- Energized political and religious base.
- Assisted and identified supporters for field team.

SC Coordinated Campaign Columbia, SC 9/06-11/06
Midlands Director.
Responsible for all political and field activities in central South Carolina.

- Developed relationships.
- Established a network of volunteers
- Developed individual county field plans and GOTV plans.
- Maintained voter file.

Benjamin Law Firm LLC Columbia, SC 8/05-1/07
Project Manager
Managed special projects for the law firm. Provided research and case preparation of cases. Supervised office staff and interns. Directed office operations.

Other Experiences and Campaigns

- Principal in K. L. Corley and Associates LLC-current
- Senior Advisor Smith for Governor (2018)
- Senior Advisor Parnell for Congress (2018)
- Special advisor and field consultant for DNC Sen. Doug Jones of Alabama (2017)
- Hillary for America South Carolina Field Consultant (Primary 2016)
- Campaign manager for Ivory Thigpen for SC House District 79 (2016)
- Provided campaign plans and consulting on numerous school board races (2016)
- Judicial Consultant ,Richland County Clerk of Court-March 2009-June 2015
- Field Consultant with South Carolina Democratic Party: 2014
- Political Consultant with Marlon Kimpson for South Carolina Senate:2013

- Political Consultant with Save our Library campaign Columbia,SC:2013
- Governmental affairs advisor and lobbyist for Blue Ribbon Cab and Checker Yellow Cab companies:2010-2011
- Cameron Runyan for City Council senior advisor:2011
- Senior Advisor and Manager, Benjamin for Mayor Columbia, SC(2010 and 2013)
- Penny Sales tax advisor, Richland County, SC (2010 and 2012)
- Senior Advisor Brian Newman for City Council, Columbia, SC (2010 and 2013)
- Seth Rose for County Council Richland County, SC (2010)
- Former Executive Director Richland County Democratic Party
- Campaign Consultant Rep. Kenneth Hodges for house 121. (2005)
- Campaign Consultant for Perry Bumgarnder for Lexington County Council. (2005)
- Inez Tenebaum and SC Coordinated Campaign field worker (2004)
- Food stamp caseworker, South Carolina Department of Social Services (2004-2005)
- VA victory 2001 and Warner for Governor Field worker (2001)
- Norfolk State University Political Science/Public Administration. (2003)
- Involved in over 100 campaigns and initiatives in South Carolina and Virginia
- Governmental and Public Affairs Clients and Associations (Current and Former)
 - Banco Bannister Company: Columbia, SC
 - Campbell Consulting: Columbia, SC
 - ICE:(Infrastructure Construction Engineering): Columbia, SC
 - Conservation Voters of South Carolina: Columbia, SC
 - Solomon Law Group Columbia, SC
 - Benjamin Law Firm Columbia, SC
 - Dequincy Newman Law Firm Columbia, SC
 - Central Midlands Transit Authority (COMET) Columbia, SC

References

Available upon request.

Salvatore R. DeFrancesco

Current Address:



Contact Information:



EDUCATION

Harvard College, Cambridge, MA

May 2019

A.B. in Social Studies, summa cum laude

Honors: Rhodes Scholar Finalist, Phi Beta Kappa, Harvard College Scholar

Topics of Study: Modern American politics, writing, communications, journalism, criminal justice reform, campaign finance reform, ethics.

RELEVANT EXPERIENCE

Pennsylvania Democratic Party, Scranton/Reading, PA

Jul. – Nov. 2020

Regional Organizing Director

Managed a team of six field organizers covering three PA counties during the 2020 general election. Coached organizers to develop a team of over 250 active volunteers to engage in direct voter contact, generating enthusiasm for Joe Biden and Kamala Harris and swinging the counties by three points for Democrats (compared with 2016). Executed simultaneous in-person and virtual organizing programs during the COVID-19 pandemic, while implementing digital recruitment strategies to leverage social media networks for volunteer recruitment and voter education. Fostered a positive following on Twitter to promote the election.

Biden for President, Manchester, NH; Cincinnati, OH; Wisconsin (remote)

Jun. 2019 – Jul. 2020

Regional Organizing Director; Organizer

Cultivated a grassroots volunteer program to conduct daily direct voter contact, persuade possible supporters, and ultimately, get out the vote for the New Hampshire primary. Successfully ran a 500+ attendee principal event as site lead, as well as multiple high-profile surrogate events. Led the campaign's Wisconsin primary efforts for four months with a team of six organizers. Over 7,000 doors knocked; over 25,000 calls made.

Harvard Political Review

Sept. 2015 – Dec. 2018

Executive Board Member - Staff Director; Senior Editor

Oversaw all daily magazine functions among an editorial staff of over 100 members. Set quarterly goals for the magazine, including new initiatives for publication quality, online viewership reach, and diversity and inclusion among the staff. Managed staff communications, coordinated organizational meetings, and supervised all new staff members. Also served for more than a year as Senior Editor for the magazine's print edition, rigorously fact-checking and editing both daily news articles and op-eds.

Office of Congressman Matthew Cartwright, Washington, D.C.

Jun. – Aug. 2016

Intern of Legislative Affairs and Constituent Communications

Assisted the Congressman and his staff with daily constituent communications, including speaking with constituents on the phone and writing dozens of response letters, email blasts, and memos on any and all topics of concern to Northeast Pennsylvanians.

LEADERSHIP & SERVICE

Public Defender Service for the District of Columbia, Washington, D.C.

May – Aug. 2017

Intern Investigator

Conducted investigative work to aid the defense of indigent clients from the District of Columbia. Assisted two attorneys with their serious felony cases. Took written statements from complainants, conducted interviews with witnesses, served subpoenas, canvassed crime scenes for evidence and for witnesses, took crime scene photographs, edited video and audio clips for trial, aided attorneys and clients with trial preparation, checked criminal histories, and conducted social media background research.

Small Claims Advisory Service

Sept. 2016 – Dec. 2018

Volunteer Legal Assistant

Assisted clients throughout Massachusetts by providing legal information to empower low income individuals to advocate for and represent themselves in small claims court regarding auto law, landlord/tenant disputes, contract law, consumer law, wage law, judgment collections, and general small claims procedures.

PROFICIENCIES

Computer Software: NGP/VAN, Microsoft Office Suite, Google Suite, Zoom, Stata, LaTeX, Atticus.

Other Skills: Writing (long-form and briefs), Research (including archival work), Data Analysis, Teaching/Instructing, Public Speaking, Event Planning, Communications/Journalism, Tweeting (for better or worse)

Bajeyah W. Eaddy

Phone: [REDACTED]

COMMUNITY ADVOCACY • NON-PROFIT ADMIN • POLITICAL CAMPAIGN CONSULTANT

Experienced leader driving innovative strategy and execution to maximize impact and visibility

Meticulous, results-driven strategist with expertise in community engagement, non-profit operations and political campaign management. Experienced political director, state coalition director and campaign consultant for state and national political campaigns. Proven record of success managing complex initiatives, increasing organizational visibility and exceeding community engagement goals. Excels in leading planning, organizing, coordination, prioritization and execution. Cultivates relationships and collaborates with community partners, leaders and other stakeholders.

Experienced in NGP/VAN and MiniVan.

Areas of expertise:

- Business Management •
- Communication Strategy •
- Community Partnerships •
- Data Management

CAREER EXPERIENCE

- Fundraising
- Leadership
- Public Relations
- Political Campaigns
- Program Management
- Public Speaking
- Stakeholder Engagement
- Strategic Planning

1K Women Strong | March 2020 – Present National Engagement Director

- Lead and manage the community engagement program
- Supervise, train and mentor staff and volunteers on voter suppression, election laws, & voter registration.
- Communicate with stakeholders, building and maintaining awareness of the voter protection program through public speaking engagements (e.g., radio, television, virtual/online events, etc.).
- Formulate weekly reports and implement a performance-measurement system to substantially improve integration of quality, operational, and financial information.

59th Presidential Inauguration Committee | December 2020 – March 2021 Associate Coalitions Director

- Oversaw inauguration operations for women and faith constituencies, while establishing unique and innovative methods of digital campaigning to reach constituents during COVID-19 pandemic.
- Managed, trained and motivated intern staff.
- Managed consistent communication with existing community stakeholders and PIC Committee, while working across departments to create events and programming for Inauguration.

JOE BIDEN FOR PRESIDENT | July 2020 – December 2020 North Carolina State Coalitions Director

- Promoted to state coalitions director and led 23 campaign constituencies across state.
- Surpassed campaign engagement goals.
- Planned, organized and hosted the state outreach events and tours with VP Biden, Campaign principles and high-level surrogates.
- Contributed to the improvement and increase in voter turnout for the 2020 campaign (as compared to the 2016 campaign).
- Managed states second largest largest team of staff and interns.
- Developed and launched the campaign's strategic plan, which included the outreach plan (e.g., covid engagement plan), outreach strategy, media plan and major event planning.
- Recruited and managed staff, interns, and volunteers to help with various campaign activities; provided direction to volunteers, utilizing their skills and talents to support campaign goals.
- Developed state-wide strategies collaborating with the senior leadership as part of the senior team and national department to meet daily and weekly campaign metrics; created reports, tracked progress and maintained data integrity.
- Organized collaboration with diverse constituency groups to plan involvement with the campaign; built relationships with organizations and stakeholders that represent those groups and communities.
- Organized training sessions, managed endorsers and spoke on behalf of the campaign (e.g., events, press).
- Recruited, coordinated and facilitated grassroots involvement; organized special events featuring the principle and surrogates.

Special Projects Director (March 2020 – July 2020)

- Managed coverage of 8 states, covering virtual events, outreach, community engagement and special events.
- Assisted with strategic planning for the campaign.
- Developed strategies and programs to support campaign efforts.
- Evaluated and reported on progress toward campaign goals and objectives; established organizational goals and key metrics to track for campaign progress.
- Analyzed data and reports; reviewed national reports, advertising and promotional materials, such as posters and digital media.
- Spoke on behalf of the candidate; completed public speaking engagements via Zoom interviews for news articles ranging from via State Newspapers.
- Fostered stakeholder relationships with local leaders and contributed to the significant increase in buy-in and trust in the candidate.
- Communicated and engaged with leaders, volunteers, consultants and stakeholders.

Regional Political Director (August 2019 – March 2020)

- Oversaw and led a successful political campaign electing VP Joe Biden, emerging as the Democrat nominee for SC winning every county in the historic 2020 primary.
- Collaborated with the political director and campaign manager with implementing a successful political strategy to flip all every county.
- Built a large network of political contacts and supporters at the local South Carolina and national levels.
- Served as a liaison between the minority communities and the campaign.
- Created, managed and communicated the schedule of events for the candidate, as well as staffed for major community events.
- Worked closely with the team to form a strategy, organize and elect VP Biden campaign.

Bajeyah Eaddy & Associates LLC February 2018 – August 2019 *Political Consulting Firm*

- Educate candidates and potential candidates on the needs and concerns of the community; strategically managed the candidate's calendar and staff events.
- Established and maintained relationships with legislators, key corporate decision-makers and local community members at events to publicize political campaigns.
- Strategized performance measures, monitoring and analyzing metrics to identify and implement performance based improvements.

- Recruited, managed and trained volunteers; achieved significant improvements in staff productivity through key performance indicators and trend metrics.

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Karl Allen for Senate March 2012 – February 2019 *Chief of Staff*

- Developed and executed comprehensive campaign and field plan and digital marketing plan for all state representative and senate campaigns.
- Led a political campaign resulting in 3 state representative terms and 2 senate terms.
- Researched opposition candidates and coached candidate on campaigning methods and strategies. • Engaged community leaders to advocate on behalf of the candidate.

OTHER EXPERIENCE

Albany Coalition of Voters November 2020 Coalitions Director for Ga Senate Race

Goodwill Industries of the Upstate/Midlands Case Manager – WIOA Program

Family Footprint Program Manager/Policy Director

PROFESSIONAL AFFILIATIONS

Greenville Young Professional 2012| EMERGE SC Alumni, 2020| 1KWomenStrong, Outreach Director 2020| Greenville County Sheriff's Department Citizens Advisory Board 2017 – 2018| Pleasant Valley Connection Board Member| Standing Against Violence Everyday Nonprofit (Founder) 2012 – Present

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Kathryn (Katie) Frost



SUMMARY

Senior manager with experience leading performance teams and building a performance branch at a start-up consulting firm

EDUCATION

Harvard Kennedy School

Cambridge, MA

2012: Master of Public Policy

- Thesis: International Sport Security
- Course Assistant: *Game Theory & Strategic Decisions and Nuclear Weapons Proliferation*
- *Managing the Atom* research assistant
- President of HKS Democrats

UCLA

Los Angeles, CA

2010: BA in Political Science Methods (Game Theory)

- Summa cum laude, Phi Beta Kappa, college honors
 - Panhellenic President
- GPA: 3.92/4.0

AWARDS

- **DC Metro Leadership Award (2019):** The quarter's top performer of 12K operations staff for "perform[ing] tasks far beyond [my] job" in charting initiatives & saving money
- **Innovation in Transportation Performance Management Finalist (2018):** 1 of 8 finalists selected from a global pool
- **Belfer Fellow (2011):** 1 of ~15 students selected at HKS
- **UCLA Distinguished Sr (2010):** Top female award recipient of graduating class of 6K
- **Bruin Who Will Change the World (2008):** 7 selected from 35K students

CLEARANCE

Top Secret clearance, DHS (2013-2018)

EXPERIENCE

Washington DC Metro (WMATA)

2017-present

Operating System Team Lead, ROCC (9/20–present); Senior Manager, Performance Office (5/19-9/20); Manager, Strategic Initiatives (5/17-5/19)
Senior manager who directed teams leading performance and operational improvement projects for a \$3B organization.

Key Achievements

- Name-requested to join the Rail Operations Control Center transformation team to improve its leadership culture, performance management, roles, and accountability
- Built the Office of Strategic Initiatives, an internal consulting team working directly for the COO, alongside the office director
- Partnered with executives to bring performance analytics to their management teams through automated daily reports, root-cause analyses, 10+ dashboards, and over 30 STAT meetings
- Led a team of 6 to improve efficiency for overnight rail work crews by 41% resulting in an estimated \$80M/year savings through productivity gains
- Managed a consultant team of 9 to revise critical standard operating procedures which supported the Authority's increase in capital spending from \$950M in FY17 to \$1.3B in FY19

Center for Open Data

2016-2016

Consultant

Specialist hired to redirect and complete a nonpartisan report for the presidential transition on open data policy.

Key Achievements

- Completed the well-received report on time and on budget

Obsidian Analysis

2012-2016

Associate (1/14-8/16); Senior Analyst (1/13-1/14); Analyst (7/12-1/13)

12th employee at a DHS-focused management consulting start-up who helped build the performance analysis practice.

Key Achievements

- Served on the management team for a 25-person, 5-year, \$22.5M contract at FEMA focused on applied data analysis and program evaluation in operational environments
- Managed a team of 12 to oversee collection and analysis of a DHS grant reporting requirement for states and large urban areas—facilitated 45 briefings to senior officials that tripled use of the data for decision making
- Served on Hurricane Sandy After-Action Report team, including briefing senior leaders on analytic evaluations
- Developed a new formula for awarding federal funding to fire departments that shortened the application by 50%, supported modeling projected results, and better funded need

Department of Energy

Summer 2011

Program Analyst, Office of the CFO

Key Achievements

- Assisted in formulating, defending, and executing DOE's \$25B budget, focused on the National Nuclear Security Administration

Antwaun Griffin



Senior Government, Political and Communications Executive

President / Vice President / Director/ CEO / COO

Performance-driven and highly motivated Political and Government Affairs professional with 10+ years of combined international trade, senior federal executive, government and legislative affairs experience. Expertise in managing large government programs and budgets, legislative and political strategies, as well as grass roots and grass tops advocacy campaigns. Recognized for successfully implementing change management programs as well as exemplary communications and public speaking skills.

Areas of Expertise and Competency

- Campaign Management
- Training
- Government Affairs
- Legislative Relations
- Public Policy Advocacy
- Foreign Policy
- Economic Policy
- Economic Development
- Internal/External Relations
- International Relations
- Research/Analysis
- Strategic Planning (long/short-term)
- Strategic Communications
- Crisis Communications
- Regulatory Compliance/Rule-Making
- Team-Building/Motivation
- Process Development/Improvement
- Enterprise-wide Digital Strategy/Implementation
- Public Speaker
- On-the-Record Spokesperson
- Instruction/Large Meeting Facilitation
- Program Administration
- Budget Planning & Execution
- Resource Procurement & Allocation Modeling
- Performance Management Improvement
- Staff Management & Professional Development

Professional Summary

Senior Advisor to the Secretary (COVID)

U.S. Department of Commerce

January 2021 -

Washington, DC

Serves as the chief policy advisor on pandemic and economic recovery programs. Works with internal and external stakeholders including the White House COVID-19 Task Force, Centers for Disease Control, White House Domestic Policy Council, Health and Human Services, State Department, and industry leaders to develop policy guidance relating to workplace/worker safety, domestic and international travel, and supply chain resiliency.

Senior Advisor for GOTV

Democratic National Committee

September 2020 - present

Washington, DC

Serves as a strategic advisor for the planning and implementation of the Biden For President and DNC's Get Out The Vote (GOTV) efforts, with a focus on communities of color. Coordinates with the Biden for President Coalitions and Political teams on outreach to key stakeholders as it relates to GOTV programming. Coordinate with the National GOTV Director, National Vote By Mail & Paid Programs Director, and National Organizing Director on key GOTV infrastructure throughout the targeted states.

Virginia State Director*For Our Future and For Our Future Action Fund***June 2017 - June 2020***Richmond, VA*

Chief campaign strategist and executive officer of a multi-million dollar statewide political action committee. Designs and executes communications and tactical voter contact programs consisting of door-to-door marketing, polling, direct mail, broadcast advertising, digital advertising, social media outreach and texting/phone-banking. Responsible for building and managing a statewide organization; and developing and executing a strategic issue advocacy and electoral campaign, ensuring that state and national investments are aligned and coordinated. Also raises money from Virginia and national donors in order to strategically direct grants to community-based groups that share For Our Future's vision and goals. Represents the organization in state political and labor coalitions via communication with the board and key allies. Manages consultants and vendors ensuring compliance with federal and state campaign finance and tax laws.

- Leads a results-driven statewide team of communication, field and organizing professionals
- Designed and directs an innovative grant-making program
- Developing and managing the state budget
- Performs outreach to in-state donors to raise money for program and operating budgets

Deputy Assistant Secretary*International Trade Administration, U.S. Department of Commerce***May 2012 – Oct. 2016***Washington, DC*

Served as a key member of the Administration's trade promotion and economic policy team helping U.S. businesses increase exports, expand into new markets and compete globally. Coordinated with various cabinet agencies and officials in the planning and development of the Obama Administration's economic strategy for U.S. business including small and medium-sized enterprise development and finance. Also worked with the Office of the U.S. Trade Representative, the Small Business Administration, Census, Patent and Trademark Office, State Department as well as the National Economic Council staff to advance the U.S. international trade and investment agenda at the federal, state and local levels.

- Direct the day-to-day operations of the U.S. & Foreign Commercial Service's nationwide network of 108 U.S. Export Assistance Centers
- Work closely with U.S. Embassies and Consulates worldwide to help thousands of U.S. businesses each year develop global growth strategies and access key export markets.
- Directly manage a staff of 300 international trade specialists and annual budget of \$50 million
- Develop and manage relationships with key Congressional members, state/local officials, business leaders, economic development organizations, chambers of commerce and industry groups.

Senior Advisor*U.S. Small Business Administration***Sept. 2009 - Oct. 2011***Washington, DC*

Served as the primary liaison between the Obama Administration and SBA's 114 Regional, District, and Branch Offices. Coordinated and communicated policies, guidelines and operating procedures for the day-to-day management and operations of all U.S. field offices. Planned and implemented a strategic staff and office reorganization as well as ongoing efforts to leverage information technology to further the agency's mission. Planned extensively with administration officials and external stakeholders to ensure that SBA offices were advised of program and policy changes which impacted small businesses including The American Recovery and Reinvestment Act, The Small Business Jobs Act, and The Affordable Care Act.

- Represented the agency at meetings with high-ranking federal state/local officials, industry associations, foundations and community groups to enlist their participation and involvement in the effective marketing and delivery of SBA programs.
- Liaised with White House, cabinet agencies, Members of Congress, and private sector stakeholders on key Administration initiatives.
- Chief point of contact for SBA's field offices and other federal agencies with economic development programs including (but not limited to) USDA, Commerce, HUD, State Department, White House Urban Affairs, Energy, and Transportation.

Georgia State Director

Obama for America

Jul. 2008 – Nov. 2008

Atlanta, Georgia

Served as the head of the Obama campaign in Georgia, the nation's 7th largest state. Developed and executed a comprehensive campaign plan while managing a \$6 million dollar operating budget and staff of roughly 200 spread across 45 field offices. Served regularly as an "on the record" source for local and statewide media.

- Managed all aspects of day-to-day campaign operations in a targeted Presidential battleground state.
- Oversaw the staffing and administration of all departments including (but not limited to) communications, political, field, scheduling, and operations.
- Participated in regular conference calls with national and regional campaign consultants and other senior campaign staff in HQ.

National Political Director

America Votes (AV)

Oct. 2007 – Jul. 2008

Washington, DC

Served as chief political liaison for coalition of the nation's largest issue-based membership organizations working collaboratively to develop a permanent grassroots infrastructure within the progressive community. Worked with the senior political staff of over 42 national and more than 260 state-based political and advocacy organizations to ensure that all political and non-profit campaign investments – human and financial – were aggregated and coordinated based on a joint collaborative planning process.

- Partners included the nation's largest advocacy groups including AFL-CIO, SEIU, Sierra Club, Planned Parenthood, NEA, NAACP Voter Fund, and Emily's List, etc.
- Responsible for inter-partner communications, planning national board meetings, chairing meetings of the national political directors of AV partners, recruiting new national partner organizations, and developing a voter protection program in the 14 states where AV maintains permanent full-time staff.
- Successfully managed AV's expansion into 4 new battleground states during the 2008 Presidential election cycle (NV, MO, VA, and FL).

Southern Political Director

Chris Dodd for President

Mar. 2007 – Oct. 2007

Washington, DC

- Managed and implemented the campaign's political and strategic goals in 14 Southern states.
- Lobbied Members of Congress, DNC members, state and local elected officials for political support. Served as a liaison for endorsers, Democratic state party leadership, business leaders, and grassroots organizations.
- Wrote political briefings and event memos for the Senator, Mrs. Dodd and other senior surrogates.
- Planned and organized events for voter contact and outreach.
- Researched issues for the political briefing book and debate prep sessions when necessary.

- Staffed the candidate and surrogates during debates, candidates' forums and political trips.

Special Advisor

Office of U.S. Rep. Robert C. Scott (VA-3)

Dec. 2006 – Mar. 2007

Washington, DC

- Advised senior Democratic member and Committee (Judiciary, Education & Labor) staff on various projects in both the legislative and district offices.
- Updated and maintained the district media list for use by the Press Secretary and other senior staff.
- Developed and maintained a database of organizations and constituent groups at the district level.
- Worked with district staff to develop a comprehensive service and outreach plan for constituents who had either moved or been redistricted into the Third District.
- Conducted legislative research and interfaced with state and local officials on the members' behalf.

**Additional Presidential and Congressional
Campaign Experience**

Event Manager

Presidential Inaugural Committee

Dec. 2008 – Jan. 2009

Washington, DC

Campaign Manager

Bobby Scott for Congress

Mar. 2004 – Nov. 2004

Newport News, Virginia

State Political Director

Edwards for President

Jul. 2003 – Mar. 2004

Virginia/Ohio

Regional Campaign Coordinator

Democratic Senatorial Campaign Committee

Nov. 2002 – Dec. 2002

Shreveport, Louisiana

Additional State and Local Experience

Regional Campaign Director

Democratic Party of Virginia

November 2006

Newport News, VA

Deputy Campaign Director

Maryland Voter Access Committee

Aug. 2006 – Sep. 2006

Annapolis, Maryland

Campaign Manager

Stuart Simms for Attorney General

Jun. 2006 – Jul. 2006

Baltimore, Maryland

Deputy Campaign Manager

Duncan-Simms for Maryland

Aug. 2005 – Jun. 2006

Silver Spring, Maryland

Legislative Coordinator

Virginia Legislative Black Caucus

Jan. 2005 – Apr. 2005

Richmond, Virginia

Regional Coordinator for Central Florida

Florida Democratic Party

Aug. 2002 – Nov. 2002

Orlando, Florida

Information Coordinator
Office of the Richmond Commonwealth's Attorney

Nov. 1998 – Aug. 2002
Richmond, Virginia

Education

University of Virginia. *Charlottesville, VA. Echol's Scholar Interdisciplinary B.A. 1997.* Areas of Concentration: American Government, Economics, and American History.

References Available Upon Request

ISABEL CASILLAS GUZMAN

RECENT PROFESSIONAL EXPERIENCE

California Office of the Small Business Advocate Sacramento/Los Angeles, CA Governor's Office of Business and Economic Development (GO-Biz)

Director

April 2019-current

- State lead on small business and innovative startups with a programs and initiatives focused on access to capital, markets, and networks, and a on a resilient, inclusive economy.
- Member, Governor's Task Force on Business and Jobs Recovery and Chair Small Business Subcommittee launching initiatives for an inclusive economic recovery: capital program
- Lead, California Entrepreneurship Task Force, a working group focused on emerging entrepreneurs.
- Coordinator, California Economic Recovery Support Function (RSF) under National Disaster Recovery Framework in partnership with California Office of Emergency Services, and responsible for disaster preparedness, response and recovery on behalf of GO-Biz.
- Advocate on state procurement issues including as coordinating lead for cross-agency Small Business/Disadvantaged Veteran Business Enterprises Advocates and Member of the Department of General Services Small Business Committee, the Caltrans Small Business Committee and the Statewide Coalition on Diversity Initiatives.
- Lead the state's grant programs for small business assistance overseeing 86 small business centers across the state.

GovContractPros, LLC Chevy Chase, MD

Inactive Partner

April 2019-current

Partner / Director

March 2018-April 2019

- Launched a consulting business focused on the federal contracting marketplace.
- Firm portfolio includes over 70 clients and a team of contracting experts who provide business development, growth strategies, and advocacy services for companies leveraging the small business federal contracting programs.
- Developed expansion and acquisition strategies including financing options for small business contractors.

Independent Consultant/Casillas Guzman, LLC La Crescenta, CA

Active Independent Consultant

June 2017-April 2019

- Operational and strategic consulting services.
- Primary contract with technology commercialization firm (Larta Institute, large provider for SBIR program). Advised executive team and provided strategic planning and reorganization implementation, as well as growth strategies for commercialization accelerator program focused on tech and science-based startups in food/agriculture, health/bio and energy/water.
- Additional contract highlights: Rockway Equity fund development; operational/chief of staff services to nonprofits; rural broadband feasibility and federal resource analysis; and government contracts research and financial modeling.

The U.S. Small Business Administration (SBA), Washington, D.C.

Deputy Chief of Staff and Senior Advisor

Senior Advisor

August 2015-Jan 2017

April 2014-August 2015

- Responsible for the successful implementation of the Administrator's vision and strategy at a cabinet level agency responsible for small business, operating with 12 departments and 3,000 employees across 70 domestic offices, with an \$871 million annual operating budget and a \$120 billion loan portfolio.
- Member of the leadership team that achieved agency's record levels in key performance metrics.
- Monitored economic and global trends and issues impacting small business competitiveness to introduce new agency-wide policies and programs.
- Oversaw policy and regulatory process, working with core functions to draft and evaluate regulations, systems and standard operating procedures (SOPs) to assess challenges and strengths, develop solutions, and implement changes in SBA lending, innovation/investments, federal contracting and international trade.
- Oversaw SBA's White House and inter-agency initiatives.

ProAmérica Bank, Los Angeles, CA

Director of Strategic Initiatives and Advisor to Founder

Sep 2009-April 2014

- Developed and implemented strategic growth initiatives for a CDFI community business bank leading to 60%+ growth across key metrics (loans, deposits, assets).
- Partnered with production team to manage all external engagement including client relations and small business network development.
- Created all marketing initiatives to develop small business pipeline and referrals including collateral, advertising, community events, and online presence for the bank.
- Responsible for serving as expert on small business and target market trends to provide strategic business and marketing advice to founder and department managers.
- Tracked projections and performance metrics for management's reporting to directors and shareholders.
- Supported certification and grant programs with U.S. Treasury's Community Development Financial Institution (CDFI) program and California's COIN program.

ENTREPRENEURIAL & ADDITIONAL EXPERIENCE

- **Partner, Miauhaus Studios**, partnered to launch a high-end print production stage facility for commercial photo productions focused on advertising and editorial, 1998-2012.
- **Manager/Advisor to Founder, Illulian Group**, oversaw operations and advised Founder/CEO on portfolio firms, which included real estate holdings, manufacturing and wholesale operations in textiles and home furnishings, ongoing new venture evaluation, 2003-05.
- **Consultant/Advisor, Fortius Holdings**, provided counsel to Founder/CEO of startup venture capital firm which subsequently formed ProAmérica Bank, 2004.
- **Deputy Appointments Secretary, State of California Governor Gray Davis**, responsible for appointments on boards and commissions, 2002-2003.
- **Consultant, Contreras-Sweet Communications**, supported Founder/CEO at launch of marketing and research service firm with key Fortune 500 clients, 1997-98.
- **Consultant/Producer HOPE (Hispanas Organized for Political Equality)**, produced events and led research for launch of the HOPE Institute, 1994-96.
- **Investor, Inez Fine Art Frames**, investor of small business picture framing company, 1994-2003.

ENTREPRENEURIAL & ADDITIONAL EXPERIENCE (Con'd)

- **Casillas Vet Hospitals, Inc.**, engaged in personal family-owned and operated chain of four veterinary hospitals to support growth and establish operational systems and controls, *1993-96*.
- **Purchasing Manager, Procter & Gamble**, tasked with purchasing all product packaging for Puffs tissue and supporting brand on cross-functional team, *1992-93*.

COMMUNITY & CIVIC HIGHLIGHTS

- **Advisory Board Member, ALL Student Loan Corporation**, advised California's nonprofit student lender offering loans, servicing, originations and community outreach, *2006 - 2010*.
- **Public Member, California Board of Registered Nursing**, served on the license board overseeing education, policy, licensing, and discipline, *2003 - 2005*.
- **Board member, HOPE (Hispanas Organized for Political Equality)**, launched 1st Latina Action Day in Sacramento and led research for launch of the HOPE Institute, *1996-98*.

EDUCATION

University of Pennsylvania, Wharton School
Bachelor of Science in Economics.

May 1992

Peggy Delinois Hamilton, Esq.

Financial Institutions and Consumer Financial Services

General Counsel / Corporate Counsel

Results-oriented, bi-lingual General Counsel with 20+ years' extensive bank regulatory experience supporting and advising on critical business matters on behalf of high-profile financial institutions. Developed strategic project planning functions to include complex negotiations, commercial transactions, and risk determinations. Demonstrated flexibility in expertly managing skilled teams, prioritizing multiple deadline-driven projects while applying well-honed legal judgment to quickly synthesize information to provide swift, well-determined decisions. Maintain current knowledge of bank regulatory landscape to ensure compliance in alignment with key statutes, legislated regulations, and global corporate practice initiatives.

Areas of Expertise:

- Corporate Governance
 - Risk Management
 - CDFI Fund Operations
 - High-stake Commercial Transactions
 - Consumer Financial Services
 - Commercial Banking
 - Exam / Audit Collaboration
 - Bank Holding Company Matters
 - Regulatory Agency Liaison
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Professional Experience

Sandy Spring Bank, Olney, MD

Senior Vice President, Deputy General Counsel, Present

Plans, directs and advises on the legal affairs of Sandy Spring Bank and its related entities, ensures the protection of their legal rights and the execution of their legal obligations while advancing the strategic goals of the enterprise. Uses a broad range of legal expertise and current knowledge to advise senior management on legal developments that impact business operations. Engages in the preparation of filings, applications, registrations, disclosures, contracts and other legal documents. Assists on matters relating to bank and bank holding company activities, strategies, risk management and acquisition efforts.

Senior Vice President, Senior Corporate Counsel, 2017- 2020

Provide critical day-to-day legal counsel to various Bank business units for products and services in deposits and operations, lending, wealth management, and trust. Primary legal advisor to registered investment advisor and insurance company subsidiaries. Review agreements concerning and advise on facilities and real estate operations. Review and negotiate contracts and advise bank service providers including security, technology, marketing and human resources. Responsible with Director of Regulatory Management to ensure compliance with regulations, mitigate regulatory risk and manage regulatory examination process. Manage risks associated with third party relationships and ongoing operations with Director of Vendor Management. Assist General Counsel on extraordinary matters relating to merger and acquisition, bank and affiliate activities including acquisition of WashingtonFirst Bank, Revere Bank and Rembert, Pendleton, Jackson.

Axiom, Global Incorporated, Washington, DC

Bank Regulatory Attorney, 2014-2017

Appointed to *Capital One*, McLean VA to identify and assess associated operational risks and provide legal support to online, branch, small business, commercial bank and credit card marketing materials practices and initiatives. Measured, identified and managed risks related to customer credit card and branch complaints.

- Orchestrated creative legal solutions resolving risk issues through synergistic collaboration with Business Counsel, Bank/Card teams, Brand, Operations, IT, and Compliance stakeholders.
- Provided advice and assistance in evaluating consumer credit cards, deposit operations, UDAAP (Reg AA), CAN-SPAM, Truth in Lending (Reg Z), Truth in Savings (Reg DD), Advertising/Trademark law, FCRA, FDCPA, TCPA, ADA, SCRA and Privacy related risks.

Engaged at *J.P. Morgan Chase*, Washington, D.C. to assume responsibility to integrate state Mortgage Disclosure and Mortgage Servicing rules into enterprise-wide processes for Business Counsel and front-line personnel use.

Hamilton Consulting, Washington, DC

President, 2007–2017

Represented clients in Consumer Finance and Community Development law, across a broad platform of organization types. Expertly advised on complex subject matters in supporting client business practices within compliance guidelines. Performed discovery, serving as liaison among clients, regulatory agencies and industry experts. Partnered with colleagues drafting requests, securing documents, preparing and submitting regulatory responses.

- Advised on Mortgage Disclosure Rules (TRID), RESPA, Truth in Lending Act (Reg Z), Fair Credit Reporting Act (FCRA), Privacy (Reg P), Management Interlocks (Reg L), Loans to Insiders (Reg O), Community Development Banking Act, Community Reinvestment Act (Reg BB), Equal Credit Opportunity Act (Reg B), Fair Housing Act (FHA), BSA/AML, OFAC and Privacy.
- Advise CDFIs (banks/bank holding companies, non-profit organizations, credit unions and small businesses) regarding CDFI programs, business development initiatives and corporate governance strategies. Authored many successful Community Development Financial Institutions Fund award applications (\$10+ million).
- Provide project development and administration, and policy manual, training manual and grant writing assistance to various clients including American Bankers Association.

City First Bank of DC, NA, Washington, DC

General Counsel / Corporate Secretary, 1999-2002

Legal affairs oversight for *de novo* national bank. Growth-stage advising on all banking, corporate, regulatory compliance, employment, and transactional matters until profitability obtained. Administered regulatory authorities including Office of the Comptroller of Currency (OCC), Federal Deposit Insurance Corporation (FDIC), Board of Governors of the Federal Reserve System (FRB) and Federal Home Loan Bank Board (FHLBB) relationships. Led staff, managed executive officers, retained and supervised outside counsel.

- As General Counsel, advised on crucial banking regulations concerning day-to-day back office functions (deposit and loan operations, debit operations, check processing, ATM network, etc.). Managed corporate bank and bank holding company expansion activities including for-profit and non-profit affiliates. Authored and implemented employment policies and procedures as Human Resources Director. Effective Community Reinvestment Act Officer supervising Bank lending, service and investment activities. Achieved “outstanding” rating during 2000 examination.
- Served as Corporate Secretary overseeing director relationships and shareholder meetings. Managed outside counsel relationships on real estate loan transactions and various collection, tax, and employment activities; Managed external stakeholder and shareholder relationships.

Additional Experience

Yale Law School, New Haven, CT, 2002-2007

Faculty, Selma M. Levine Lecturer in Clinical Law

Fellow, Selma M. Levine Community Development Fellow & Robert M. Cover Clinical Teaching Fellow

Wilmer, Cutler & Pickering (now WilmerHale), Washington, DC, 1992-1999

Associate, Financial Institutions Practice Group, Securities Enforcement Group

Education and Credentials

Juris Doctorate, *Harvard Law School – Cambridge, MA*

Finalist: Williston on Contracts Competition Editor: Harvard BlackLetter Journal

Bachelor of Arts, cum laude, *Brandeis University – Waltham, MA*

Honors: English & American Literature High Honors / Best Senior Thesis Lester Martin Award

Licensure

Bar Admissions: Massachusetts (1992); District of Columbia (1993); Connecticut (2004); Maryland (2018)

Technical proficiencies

Windows and Mac OS; Microsoft Word, Excel, Access, PowerPoint, Outlook; WestLaw

Professional Associations

American Bar Association • American Bankers Association • National Bar Association
Harvard Law School Alumni Association • Delta Sigma Theta Sorority, Incorporated

Publications

1. *Why start a Community Development Bank*, Forthcoming
 2. *Why the Check Cashers Win: Regulatory Barriers to Banking the Unbanked*, 30 Western New England Law Review 119 (2007)
 3. *Starting a Community Development Bank, A New Haven Story*, 17 Communities & Banking (Spring 2006).
 4. Mathews, Weiss, Delinois and Emley, *The 1995 and Early 1996 SEC Enforcement Review, Parts I, II and III*, Insights (June, July and August 1996)
 5. Indick and Delaney, *Interstate Banking and Community Development Acts* (Warren, Gorham and Lamont 1995). Co-authored Chapter 7 analyzing the Community Development Banking and Financial Institutions Act of 1994.
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Professional Activities and Service

- Speaker and Moderator, ABA Business Law Annual Meeting, Banking Law Section, *The Role of In-House Counsel in the Wake of Enterprise Risk Management* (2019)
- Vice Chair, In House Counsel Committee, American Bar Association, Banking Law Committee (2018)
- Top Corporate Counsel recognition by DCA Live (2018)
- Ambassador, Axiom Global LLC, Leadership role in managing client services (2015)
- Speaker, Second Annual Interdisciplinary Conference of the Western New England College Law and Business Center for Advancing Entrepreneurship: Fringe Banking -- Exploitation or a New Model of Financial Services (April 2007)
- Winner, Seton Elm-Ivy Award, recognizing outstanding individual effort to grow the partnership between the City of New Haven and Yale University (April 2006)
- Site Evaluator, ABA Section of Legal Education and Admissions to the Bar, Western New England College of Law (April 2005)
- Yale Law School, Clinical Prizes Committee (2004-2005)
- Moderator, ABA Forum on Affordable Housing and Community Development Law: Opportunities for Community Economic Development using New and Traditional Tools (2004)
- Speaker and Moderator, Yale School of Management, Economic Development Conference: Economic Empowerment through Cross Sector Partnerships (2004)
- Moderator, Yale Law School, Urban Community Development: Building a Sustainable Urban Marketplace (2003)
- Speaker, PolicyLink Symposium on Community Equity Mechanisms: Existing & Emerging CEM Models from the Field (2001)
- Speaker, Harvard Law School BLSA Spring Conference: Insights, Minority In-House Counsel (2001)
- Speaker, Pro Bono Institute Annual Seminar: Cooperative Approaches to Pro Bono, Transactional Pro Bono (2001)
- Speaker, ACCA Annual Meeting: Chair's Choice: Real World Tales, Tips and Tactics for the Professional Challenges Faced by Women Counsel (2000)

Current Board Service

Washington Urban Debate League (Director) • City First Enterprises (Director, Governance Chair)

Prior Board Service

VSY Parent Teacher Association (President) • New Haven Board of Education (Member)

Victory Gardens, Inc. (President) • Greater New Haven Community Loan Fund (Director)

CheckSpring (Advisor) • Power of Attorney (Director)

D.C. Bar Community Economic Development Pro Bono Project (Member)

National African American Museum Project (Member)

PRESTON HARDGE

CONTACT INFO

Public Affairs & Campaign Professional

Public affairs professional with 7+ years of experience in communications with a passion of connecting communities to political engagement- through intellectual curiosity, people management, collaboration with stakeholders, and project management.

HIGHLIGHTS

- Coached 3 organizers to promotion for Regional Field Directors, all promoted and went to Pennsylvania and Arizona where we flipped states.
- Lead regional field organizing team, increasing percentage points in the following counties and turned blue for the first time:
 - Douglas +14% Democratic Shift
 - Cobb +12% Democratic Shift
 - Fayette +13% Democratic Shift
 - Henry +16% Democratic Shift

AREAS OF EXPERTISE

- Research
- Relational Management
- Organizational Management
- Time Management
- Strategic Thinker
- Team Building

EDUCATION

Master's Degree, Public Administration
University of Illinois | Springfield, IL
May 2013

Bachelor's Degree, Journalism &
Communications
Hampton University | Hampton, VA
May 2010

VOLUNTEER & SERVICE WORK

Alpha Phi Alpha Fraternity, Incorporated
Member

Illinois Innocence Project
Volunteer

Kansas City Rotary
Member

Illinois Senate Campaign
Andy Manar
Volunteer

Kansas City Mayoral Campaign:
Mayor Quinton Lucas
Volunteer

BIDEN FOR PRESIDENT | VARIOUS STATES

Regional Field Organizer Director (November 2019 – November 2020)
NV, SC, MO, IL, CO, & GA | November 2019–November 2020

- Managed and trained teams of 25 organizers, across three states
- Directed users to perform across several multimedia platforms including social media. and helped flip Georgia blue for the first time in electoral politics in 28 years.
- Trained more than 1500 volunteers across three states

Nevada, Clark County (November 2019- February 2020)

- Recruited 100 constituents for caucuses & 30 precinct captains
- Knocked 2,800 doors
- Managed the site for caucus day & supervised staff of volunteers
 - My team secured 4 of 5 victories (80%) at our caucus site location.

Missouri, Statewide (March 2020)

- Lead logistics for the 1st Campaign Rally for the Presidential Campaign, St. Louis, MO
- Trained and led more than 100 volunteers statewide

Illinois- (March 2020)

- Facilitated the team's transition to virtual field work post COVID-19

Georgia, (Douglas, Clayton, Cobb, Coweta, Fayette, Henry Counties)

- Trained & managed 60+ volunteers for 2000+ hours of phone banking
- Organized & coordinated 120+ virtual & in person events and meetings with 8-11 staff, 300+ volunteers
- Coached my team to meet and exceed weekly targets, with the goal of a 95% success rate.
- Served as liaison to local organizations and activists including women engagement groups, elected officials, and other civic organizations, which resulted in recruiting over 300 phone bank shifts, 20 volunteers, and virtual hosts for community events.
- Recruited over 4k phone bank shifts, made over 170k dials.

Mountain West POD (April 2020–June 2020)

- Served as a liaison to local democratic party groups, grassroots groups, and civic organizations, which resulted in over 30 reoccurring volunteers, phone bank shifts, and virtual hosts for community events
- Managed team of 5 field organizers

Beyond Housing | St. Louis, MO

Development Event Coordinator & Volunteer Coordinator (March 2019 – November 2019)

- Connecting people to the agency's mission by telling compelling stories to corporate volunteers, which resulted in investments in black homeownership and building thriving communities.
- Managed the organization's fundraising events including its first Casino Night, which raised over 80K in sponsorships, ticket sales, and in-kind contributions.
- Organized 8 smaller donor cultivation events including cocktail parties, silent auctions, and giving campaigns, which resulted in over 5K donations.
- Organized and led 15 groups/projects for 500 volunteers to encourage repeat volunteerism and additional forms of engagement including becoming donors.
- Co-led an organizational wide communications project which resulted in the creation of the organization's intranet.

Kansas City Convention & Entertainment Facilities | Kansas City, MO

Event Coordinator/Operations Supervisor (October 2017 – March 2019)

- Smoothly ran an event operation in an 800,000 sq. ft facility for events ranging from conventions to wedding receptions, by creating operational structure that inspired workers and yielded us a high customer service rating.
- Coordinated over 200 show schedules, project checklist, processes, and event needs across 4 internal departments which resulted in 99% customer service rating by my 10 team member squad.
- Communicated regularly with fortune 500 stakeholders, entertainment companies, sports franchise, and corporate event planner stakeholders on event objectives, event status, and deliverables.

Illinois State Senate | Springfield, IL

Legislative Assistant to Senator Scott Bennett (January 2015 – October 2017)

- Facilitated the onboarding of a newly appointed senator and oversaw the transition for his administration ensure streamlined communications with constituents & stakeholders.
- Managed daily operations of capitol and district offices including balancing a budget ranging from \$30,000-\$64,000.
- Served as the system administrator of the senator's data management correspondence system, sending over 3,000 constituent letters.
- Tracked over 365 legislative developments within committees and on the Senate floor and prepared regular reports and updates.
- Assisted with the facilitation of the consensus building process and served as a liaison with union, grassroots, and corporate coalitions and stakeholder for the senator's sponsored bills, which resulted in 15 bills passed the first legislative session.
- Worked collaboratively with legislative staff, lobbyists, elected officials as well as state and local agency personnel.
- Researched, drafted & analyzed information for the purposes of developing and advancing legislative proposals.
- Drafted constituent letters, policy memoranda, press releases and talking points.

Shelia Simon State Senate Campaign | Cahokia/Mount Vernon, IL (Jefferson and St. Clair Counties)

Outreach Director (July 2016 – November 2016)

- Managed & trained a 4-person outreach team across two counties. Trained more than 50 volunteers.
- Served as liaison to the NAACP, SEIU, and other local organizations, and local churches to register voters and increase voter turnout, increasing voter turnout in precincts in Jefferson and St. Clair county by 100%.
- Managed the onboarding process of new hires for the field program.
- Planned and executed weekly GOTV events and rallies with local community leaders.
- Knocked over 600 doors.

Illinois Historic Preservation Agency | Springfield, IL (2012 - 2015)

*Interim Volunteer Coordinator (June 2014 - January 2015) Communications Coordinator (May 2013 – June 2014) Marketing Intern/
Special Assistant to the Director (November 2012 – May 2013)*

- Hired as intern to support agency's transition from a previous administration. Redesigned the agency's volunteer program, coordinated special events and spearheaded branding for the agency's social media platforms.
- Developed curriculum and related materials for volunteer training. Maintained the agency's volunteer database for tracking and scheduling volunteer opportunities. Managed and trained over 50 volunteers.
- Copy edit, proofread, revised over 45 communications and press releases. Managed media distribution lists and agency correspondence.
- Researched media coverage and industry trends. Created social media content, marketing, promotional materials, for both electronic and print.
- Established the agency's first digital marketing campaign, bringing employees and volunteers together to participate in National Dance Day.
- Served as a liaison at stakeholder meetings with local community leaders and historical associations, which resulted in a summer history immersion program (When History Comes Alive) for youth in the Springfield community.
- Planned and coordinated over 10 appreciation and recruiting events for 100+ volunteers.

Illinois Healthcare and Family Services | Springfield, IL

Performance Management/ Strategic Planning Intern (August 2011 – November 2012)

- Hired as intern to support agency's quality assurance of the state's Child Support Program. Assisted with the roll out of newly designed software for caseload management.
- Enforced quality and customer service standards; analyzed and resolved quality and customer service problems with newly designed software; identified trends across the country around custodial programs; recommending systems improvements.
- Conducted research on demographics of the Child Support Program using quantitative analysis to assist with developing new programs for custodial and non-custodial parents.

United States Department of Defense | Arlington, VA

Public Affairs Intern (June 2009 – August 2009)

- Supported the agency's public affairs team by responding to citizens queries online as well as the agency's televised news production for military individuals.
- Conducted research; analyzed proposed policies for constituent services; evaluated the effects of existing policies for responding to constituent queries; reported findings and best practices.
- Served as a production assistant for news media for post production.

Willie Lloyd “Scott” Harriford



WORK EXPERIENCE

Intergovernmental Affairs, President-elect Joe Biden's Transition Team (Nov 2020- Present) Remote

- Coordinated with local, state, and external organizations to help set expectations for the incoming administration
- Worked with the IGA Director and external organizations to host virtual meetings with the President Elect and Vice President Elect
- Served as the transition teams main point of contact for IGA needs on the Presidential Inauguration Committee

Southeastern Political Director, Biden for President (Aug 2020- Present) Remote

- Managed and built political relationships in Florida, Georgia, North Carolina, Louisiana, South Carolina, Maryland and D.C
- Hired and supervised a team of more than 15 Political Directors and Regional Political Directors
- Worked with my team develop state specific plans that focused on virtual and in-person political engagement
- Managed a national portfolio of state legislators from across the country
- Coordinated with various departments to leverage political connections to help the campaign execute short and long term objectives

Southern Pod Political Director, Biden for President (May 2020- Aug 2020) Remote

- Managed and built political relationships in 12 states
- Developed and executed a plan that focused on virtual political engagement
- Planned and coordinated virtual super surrogate and principle travel
- Coordinated outreach with State Parties in battleground and expansion states
- Help build and plan events in the southeast with various coalitions (faith, students, LGBTQ, etc)

South Carolina/Georgia Political Director, Biden for President (April 2019- May 2020) SC/GA

- Developed and executed a statewide political plan
- Served as a liaison to elected officials (Senate, House, Federal)
- Coordinated with the national scheduling team to build in-state events for principals and surrogates
- Hired and supervised five Regional Political Directors

Senior Field Representative, Rep. Joe Cunningham (SC-1) (Jan 2019- April 2019) Charleston, SC

- Liaison between federal, state and local agencies
- Developed relationships with community leaders
- Worked with scheduling team to build in-district events for the Congressman
- Trained and supervised Staff Assistants

Deputy Political Director, James Smith for Governor (Jun 2017 – Nov 2018) Columbia, SC

- Mobilized in-state political partnerships resulting in 60% voter turnout during primary election
- Liaison to faith-based and other community leaders
- Managed regional organizers in swing counties
- Helped write and implement statewide political plan

Legislative Page, South Carolina State House (Dec 2017 – May 2017)

Columbia, SC

- Working with the Director to resolve constituent issues
- Tracked legislation that would impact the state budget

Founder, Always Fresh Farms (2012 – 2016)

Columbia, SC

- Start-up and initial management of Royal Greens Farm, a 176,000 sq. ft. hydroponic farm dedicated to growing organic lettuces
- Received U.S. Department of Education “Race to the Top” grant to develop curriculum now adopted by 16 schools in four school districts

EDUCATION

University of South Carolina

Columbia, SC

- Bachelors of Science in Hospitality Management
- Dean’s List
- Recipient of the Palmetto Fellows and Life Scholarships

Institute for Tourism Studies

Macao, China

- Hospitality Management Semester abroad, Fall 2014

Diedra Henry-Spires

Narrative

Mrs. Henry-Spires is a former Professional Staff Member for Human Services and Income Security for Senator Max Baucus, former Chairman of the Senate Committee on Finance. As a member of the Committee's Health Team, she is credited as one of the architects of the Affordable Care Act and with the expansion of unemployment benefits and work supports during the great recession.

She is a highly adaptable strategic thinker with a long history as a strong and effective voice for the health and well-being of children and families. Mrs. Henry-Spires is a team player who is regarded well by her colleagues, on both sides of the aisle, for her integrity, cool demeanor under pressure, and superior negotiating skills. She is familiar with the workings of the legislative process in both bodies of the legislative branch and the nuance required in navigating relationships with Tribal, state, and local governments and non-governmental stakeholders.

Currently, she is the Chief Executive Officer of the Dalton Daley Group (DDG). DDG is a premier non-profit organization that promotes public health, workforce development, early childhood education, child welfare and safety, and the social and economic well-being of children, families, and communities. She manages and oversees all of the operational aspects of the organization. Throughout her career, she has mastered roles in high pressure environments using a skill set that has translated to her work in the non-profit sector. She is a motivational and inspirational leader that mentors and coaches her colleagues to achieve organizational and professional goals.

Mrs. Henry-Spires is highly respected for her ability to form relationships and build consensus amongst peers within the governmental, private sector, and political arenas. She was previously selected by the Clinton-Kaine Transition Team as the Co-Lead for the Department of Health and Human Services Review Team. She is currently the Co-chair of the Maryland Democratic Party Platform Committee where she is leading the development of the party platform through intrastate collaboration.

Experience

2014 - Present: The Dalton Daley Group - Chief Executive Officer

- She is responsible for the daily management of the non-profit advocacy organization by providing vision and direction for the organization in alignment with organizational goals;
- Most recently, she developed, as part of the grant team, Maryland's application for a J.B. and M.K. Pritzker Family Foundation Planning Grant. As a result, Maryland has been awarded both a planning grant and subsequent implementation grant to expand services by 25 percent to vulnerable children ages prenatal to three and their families. She currently serves as one of the Key Leaders for the grant.
- She is also a member of the Maryland State Department of Education, Division of Early Childhood Workgroup for the National Governors Association, Policy Assistance and Supporting Governors and States in Advancing Prenatal to Age Three (PN3) Policies Grant.
- In 2018, through the Home Visiting Policy Network, she successfully negotiated an extension of the Maternal, Infant and Early Childhood Home Visiting Program (MIECHV) with level funding of 1.5 billion over 5 years.
- In addition, she provided bi-partisan policy education and technical assistance to the U.S. Congress, the Administration, states and local governments, and private sector stakeholders during the early 2018 fiscal budget crisis by promoting human services to address the opioid crisis, maternal and infant health issues, workforce development issues, and early childhood education issues.
- She has served as a Policy Advisor for the Commission to Eliminate Child Abuse and Neglect Fatalities and as such visited several states in the southwest. She was the advisor on Tribal issues and inclusion.

- Provides keynote addresses for state agencies and private organizations, and responds to media inquiries.
- Provides policy expertise, education, and strategic positioning on a wide array of issues affecting families and communities to private and public sector stakeholders through consultations.

10/2016 – 11/2016: Clinton-Kaine Transition Team

- Ms. Henry-Spires was selected as the Co-Lead for the Department of Health and Human Services Review Team. As such, she participated in all planning calls for (HHS). She and her Co-lead developed, with guidance from the Domestic Policy Team a review team and submitted each potential member for vetting. By election day 24 members of the HHS review team had been recruited and vetted and were ready to go for the day after the election.

05/2019 – Present: University of Texas Faculty

- She is a lecturer in Public Policy and Health Policy for the University of Texas System, Archer Center in Washington D.C. In the Fall and Spring semesters she teaches undergraduate public policy and in the summer she instructs graduate students in Health Policy.

02/2020 – 06/2020: Maya Cummings for Congress- Campaign Manager

- She managed the primary challenge of Maya Cummings the widow of the late Rep. Elijah Cummings.
- She was responsible for the onboarding and supervision of 15 staffers including consultants.
- Served as the chief strategist for the campaign.
- Managed new chapter in relationships with Baltimore region stakeholders and the media
- Utilized skills garnered as an inaugural Regional Organizing Director for the Maryland Democratic Party

2006 - 2014: United States Senate - Committee on Finance, Professional Staff Member

- Served as principal Senate author of the Maternal Infant and Early Child Education Home Visiting program and shepherded its passage with over a billion dollars in funding;
- Defended the women's health, sex education, and young people's health provisions of the Patient Protection and Affordable Care Act of 2010 (ACA) during Healthcare Reform;
- Supervised staff, and fellows on issues within her area of responsibility
- Drafted the Supporting At-Risk Children Act of 2013 which became law as the Preventing Trafficking and Strengthening Families Act of 2014;
- Drafted the income security guidance and expertise for The American Taxpayer Relief Act of 2012 during the fiscal cliff crisis;
- Negotiated unemployment insurance extensions and TANF provisions for The Middle-Class Tax Relief and Job Creation Act of 2012;
- Senate author of the Child and Family Services Improvement and Innovation Act of 2011 and 2006 to passage;
- Created a new evidenced-based sex education program in 2010; the Personal Responsibility Education Program (PREP) and participated in the creation of the Teen Pregnancy Prevention (TPP) initiative;
- Negotiated unemployment insurance provisions of The Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010;
- Created and guided the updated Emergency Unemployment Compensation (EUC) and Extended Benefits (EB) as well as TANF Emergency Fund (TANF EF) job creation policy for the American Recovery and Reinvestment Act of 2009 (ARRA) and subsequent related extensions; and

- Collaborated on The Fostering Connections to Success and Increasing Adoptions Act of 2008 with special attention to tribal provisions;
- Served as a delegate to the European Parliament for the Transatlantic Minority Political Leadership Conference, June 2010, Brussels, Belgium.

1997 – 2007: United States Department of Health and Human Services (DHHS) Office on Women’s Health, Public Health Advisor

- Served as a policy analyst and advisor for violence against women programs, in this capacity identified and proposed resolutions for issues directly related to the accomplishment of the Violence Against Women program objectives within the larger framework of the objectives of the U.S. Department of Health and Human Services;
- Prepared the violence against women budget as the Violence Team leader;
- Created programs to accomplish HHS goals with partner agencies.
- Wrote requests for proposals and managed contracts.
- Lead the DHHS Steering Committee on Violence Against Women and staffed the presidentially appointed National Advisory Committee on Violence Against Women;
- Served as the point of contact on violence issues for citizens, colleagues, and organizations;
- Initiated and led partnerships within the Department and with other Federal, state, and local agencies;
- Addressed national and international delegations on topics that included violence, HIV/AIDS, and adolescent health;
- Prepared and reviewed briefings, testimony, and talking points for U.S. Department of Health and Human Services officials and other Government representatives;
- Tracked legislation related to the portfolio;

Education:

Harvard University – John F. Kennedy School of Government Certificate: Shaping the Health Care Delivery System, 2013

Brookings Institution Legislative Fellow, 2006

Pennsylvania State University, BS Health Policy and Administration, 2002

Hinksey Institute on Economics, Torbay and Oxford, England, 1995

Boards, Committees, and Volunteer Work

U.S. Senate Black Legislative Staff Caucus, President, 2011 - 2014

Member of the Gospel Revival Church, Licensed Minister, 2012 - Present

Center City Public Charter School, Washington, DC, Board Member, 2013 - 2020

The Dalton Daley Group, Non-Profit Advocacy Organization, Washington, DC, Board Member, 2014 – Present

Co-Chair Maryland Democratic Party Platform Committee, 2019 - Present

Writings and Publications:

Combating the Opioid Epidemic Through Evidenced Based Home Visiting (2018)

<https://thedaltondaleygroup.org/wp-content/uploads/2016/10/Updated-MIECHV-and-Opioid-Brief.pdf?x98931>

Blog Post (2017) <https://thedaltondaleygroup.org/wishing-for-the-gift-of-miechv-reauthorization-this-holiday-season/>

Ford, J. & Henry, D. (1998). Understanding and Responding to Domestic Violence in the Workplace: The Action Guide. U.S. Department of Health and Human Services

Awards

Foster Family-Based Treatment Association: Child Advocate of the Year - 2012

Champion for Women's Health Award 2009 -2010 - Planned Parenthood Federation of America

Legislative Champion Award 2010- Association of Maternal and Child Health Programs (AMCHP)

Outstanding Team Performance: “For Collaborative Efforts to Mobilize Young Women to Develop Health Promotion Activities in their Communities.”- 2002

Outstanding Team Performance: “In Recognition for Outstanding Leadership in Development of the Violence Against Women Team Initiative.” – 2000

References Furnished Upon Request

BIBI HIDALGO

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- Professional Highlights:**
- **Government and corporate vendor partnership strategy:** Assist government entities and corporations with their vendor strategy to engage with innovative talent, meet diverse goals, and develop a new narrative regarding values, community interest, and approach.
 - **Community relations:** Broker conversations between companies, local governments, and community leaders.
 - **Government affairs:** Assist companies navigate local, statewide, and federal contracting mandates.
- Executive Experience:**
- 2020-2021
- Biden-Harris Transition Team** Washington, DC
Policy Lead for Government Contracting and Business Development, U.S. Small Business Administration Agency Review Team
- Developed proposals on government contracting with an emphasis on underserved communities that the President could execute through executive action in the first 100 days, including the general thrust of which was cited in his Executive Order on January 26.
 - Led policy review meetings on government contracting with the outgoing policy team at SBA.
 - Facilitated meetings with over 10 national organizations and team members across five agency review teams.
- 2020-2021
- Independent Consulting** Washington, DC
- Creating an initiative in partnership with Mary's Center Community Health Center in Washington, DC and through the support of Citi Community Development to support and secure partnerships for top health centers in six regions of the country during the Covid-19 pandemic.
 - Co-published opinion pieces in *Fortune*, *MarketWatch* and *The Hill* to advocate for policies that support communities, immigrants and low-income families during the pandemic.
- 2013- 2020
- Future Partners, LLC** Washington, DC/Miami, FL
Co-Founder
- Created a strategy company advising Fortune 50 corporate executives on procurement and minority business strategy, generating \$1.3 million in gross receipts and creating seven jobs.
 - Advised the CEO of a group purchasing organization on strategy for partnering with underrepresented minority businesses and engaging NY State government and labor organizations on the issue, facilitating over \$2 million in contract opportunities for four Black and Latino-owned businesses in NYC.
 - Conducted data analysis and formulated minority business strategy for the Walt Disney Company and AARP, resulting in a new approach for mobilizing around procurement in both organizations.
 - Devised a real estate minority business investment strategy for a division CEO at Cardinal Health.
 - Facilitated five Fortune 500 corporate partnerships for the SupplierPay Initiative in collaboration with the policy team at the National Economic Council.
- 2009-2013
- Presidential Appointee in the Administration of Barack Obama, including the following federal positions:**
- 2012-2013
- U.S. Department of the Treasury** Washington, DC
Senior Policy Director, Office of Domestic Finance
- Developed consensus around allocating \$20+ million for a foreclosure prevention initiative.
 - Negotiated additional neighborhood stabilization provisions for a pilot, bulk real-estate sale transaction.
 - Facilitated conversations between the Office of Domestic Finance, national housing advocates and civic groups around housing finance reform and tax policy.
- 2011
- The White House** Washington, DC
Senior Policy Advisor to the Counselors for the National Economic Council and Strategic Engagement
- Assisted the White House with meeting the 23% small business contracting goal out of a \$400 billion contracting budget, for the first time in nearly a decade.
 - Tasked with launching and providing national executive direction for the *White House Small Business Procurement Group*, chaired by President Obama's Senior Advisor.
 - Developed a plan and operating procedures to mobilize 20 Federal agencies, including the Departments of Defense, NASA, and Energy, to increase small, minority and veteran business prime contracting.
 - Arranged quarterly cabinet-level meetings and led bi-monthly calls with over 40 agency senior staff.

- Devised a policy proposal in coordination with OMB for new performance-based contracting measures for Senior Executives, which were adopted by 11 agencies in FY 2012, including Defense.
- Invited the Executive Vice-President of Boeing and the Chief Procurement Officer of Johnson & Johnson to discuss their small business strategy with the agencies.
- Monitored agency progress in executing business matchmaking events in 17 U.S. cities with 15 members of congress, 10 mayors, 21 cabinet-level officials, and over 12,000 small businesses.
- Awarded the Small Business Advocate Award by the Deputy Secretary of the Department of Energy.
- Drafted remarks for the President, Chief of Staff and Senior Advisor.

2010-2011 **U.S. Department of Housing and Urban Development** Washington, DC
Senior Policy Advisor, Office of Deputy Secretary Ron Sims/Office of Strategic Planning

- Assisted the White House with developing a plan to launch the *Small Business Procurement Group*.
- Designed a small business pilot initiative with the Departments of Energy and Transportation.

2009-2010 **Manager, Economic Recovery Communications and Partnerships** Washington, DC

- Tasked by White House Cabinet Affairs to coordinate five federal agencies around ARRA small and minority business contracting, as a programmatic response to urgent calls by members of Congress.
- Coordinated with Members of Congress and HUD leadership to host interagency small business events.

2008- 2009 **Baltimore City Inclusive Housing Coalition (IHC) via the Baltimore Urban League** Baltimore, MD
Managing Director

- Managed a successful campaign for the Legislature to proceed with a \$1B mixed-income development.

2005-2007 **Citizens Planning & Housing Association (CPHA)** Baltimore, MD
Housing Director

- Co-created and managed the *Baltimore City Inclusive Housing Coalition (IHC)*, consisting of the executive leadership of eight civic and faith-based groups.
- Managed a two-year campaign and assisted with drafting legislation, resulting in passage of Baltimore's 2007 Inclusionary Housing Ordinance which required affordability in new housing developments.
- Managed a \$600,000 grants administration budget and reporting process.

Cuba Advisory and Strategy Roles

2017- 2019 **Eckerd College** St. Petersburg, FL
Cuba Study Advisor

- Served as a liaison with the U.S. State Department and the Embassy in Havana.
- Arranged for the college's baseball team to play in Havana and Matanzas, Cuba.
- Curated four Cuba study groups, with close to 80 students, four professors and 15 Cuban athletes participating, during a time when many organizational trips to Cuba were canceled due to policy shifts.
- Arranged the visits through Cuban entrepreneurs, with close to \$100k USD paid to them directly.
- Arranged for the college's Board of Trustees to visit Cuba, including a briefing at the U.S.

2014-2016 **Volunteer Advisor for the White House on domestic engagement related to U.S.-Cuba policy**

- Assisted the Office of Public Engagement (OPE) and National Security Council with their Miami engagement strategy after President Barack Obama announced normalized relations with Cuba.
- Invited by the State Department to attend the U.S. flag ceremonies at the Embassy in Havana.

2002-2004 **En Comuni3n** Miami, FL
Co-Founder

- Commissioned by the Archbishop of Miami to lead a first of its kind bridge building movement between Miami and the people of Cuba, focused on overcoming fears and engagement.
- Mobilized 40 Cuban-American pastors and lay leaders during a two-year intensive effort.
- Influenced the creation of *Consenso Cubano*, a group of prominent Cuban-American business leaders in Miami that stated their support for continuing universal health care and education in Cuba.

| | | |
|----------------------------------|---|----------------|
| Program Management: | DCA Boston, Inc. Associate | Boston, MA |
| 2000-2002 | <ul style="list-style-type: none"> • Managed consulting projects in partnership with UNICEF, Oxfam America, and the Knight Foundation. • Co-developed <i>The Miami-Dade Family Learning Partnership</i>, a countywide literacy initiative. | |
| 1996-1998 | Georgetown University, International Student and Scholar Services Program Coordinator | Washington, DC |
| | <ul style="list-style-type: none"> • Co-created the first undergraduate International Pre-Orientation for over 300 students. • Organized and managed International Week, with 1,000 students participating. | |
| 1995-1996 | Assistant to the Associate Dean for International Programs | Washington, DC |
| | <ul style="list-style-type: none"> • Drafted correspondence and assisted with department communications. | |
| 1993-1994 | WIOD Radio News | Miami, FL |
| | <ul style="list-style-type: none"> • Worked as a freelance assignment editor for the morning news. • Produced and reported for <i>Taking it to the Streets</i>, a weekly human interest story. • Reported from Havana, Cuba on an international news conference, a first for the news station. | |
| Education: | Harvard University, John F. Kennedy School of Government | Cambridge, MA |
| | Master in Public Policy <ul style="list-style-type: none"> • Course work included strategic and financial management; public sector innovation and negotiation. • Wrote graduate thesis: <i>The Archdiocese of Miami and the Cuban-American Community: Creating a Safe Space for Discussion on the Community's Relationship with the People of Cuba</i>. • Served as a manager and coordinator for the <i>Harvard Journal of Hispanic Policy</i>. | |
| | Catholic University of America, School of Arts and Sciences | Washington, DC |
| | B.A. in Spanish for International Services, Cum Laude <ul style="list-style-type: none"> • Study Abroad, DePaul University Program, Merida, Mexico | |
| Publications: | <ul style="list-style-type: none"> • Co-authored an opinion piece with Mayor of Miami Francis Suarez and former Treasury Deputy Assistant Secretary and Brookings Fellow, Aaron Klein, in MarketWatch, on preventing exorbitant bank fees, April 28, 2020. • Co-authored an opinion piece with Maria Gomez, CEO of the \$65M Community Health Mary's Center, in The Hill, on supporting low-income communities, May 3, 2020. • Co-authored an article with the Vice-President of the Conference of Mayors and Mayor of Miami, Francis Suarez, and former Treasury Economist, Ernie Tedeschi in Fortune on a potential renter's tax credit, August 7, 2020. | |
| Languages and Activities: | <ul style="list-style-type: none"> • Fluent in Spanish, studied Portuguese. • Assistant basketball coach for second place divisional CYO 16U team, 2019- 2020. • Play minimal acoustic guitar. • Mentor rising stars in government, advocacy and communications. • Trained in Tae Kwon Do with my son, Joey. • Former college radio show host. | |

ISABELLE JAMES

EDUCATION

STANFORD GRADUATE SCHOOL OF BUSINESS

Master of Business Administration

Certificate in Public Management & Social Innovation, Miller Social Change Leadership Award

Stanford, CA

June 2020

GEORGETOWN UNIVERSITY, School of Nursing and Health Studies

Bachelor of Science, *magna cum laude*, International Health

Washington, DC

May 2012

EXPERIENCE

BIDEN-HARRIS PRESIDENTIAL TRANSITION: Washington, DC

November 2020 – January 2021

Member, Small Business Administration Agency Review Team

BIDEN FOR PRESIDENT: Manchester, NH

July 2020 – November 2020

Deputy State Director & Chief of Staff, NH

- Worked closely with the State Director and Senior Advisor to devise and execute a winning strategy, delivering New Hampshire's largest margin of victory for a presidential candidate since 2008 (7%, compared to 0.3% in 2016) and the largest margin of any battleground state in 2020.
- Facilitated interdepartmental coordination for New Hampshire's 80-person statewide organization with an emphasis on integrating communications, coalitions, and digital strategy to drive a strong narrative focused on the campaign's top issues.
- Managed the coalitions and political programs and staff, including three direct reports, and oversaw all principal and national surrogate travel and virtual events.

BENEFICIAL STATE FOUNDATION: Oakland, CA

June 2019 – August 2019

Founded by Kat Taylor and Tom Steyer, Beneficial State Foundation is the sole owner of Beneficial State Bank, a community bank with over \$1 billion in assets committed to sustainable and equitable banking practices.

Equitable Banking Strategy Fellow

- Provided strategic recommendations for Beneficial State Foundation's systems change work focused on development of equitable banking standards, industry relations opportunities, and legislative strategy.

GIFFORDS: Washington, DC

April 2013 – August 2018

Giffords is a nonprofit gun safety organization founded by former Congresswoman Gabrielle Giffords and Senator Mark Kelly.

Political Director, July 2017 – August 2018

Deputy Political Director, January 2016 – June 2017

Interim Chief of Staff, July 2016 – February 2017

Political Associate, April 2014 – December 2015

Staff Assistant, April 2013 – March 2014

- Established and helped grow the Giffords political program, managing consultants and three direct reports to run multi-million dollar independent expenditures in 40+ federal and state-level races, including production of predictive models, polling, mail, and TV, radio, and digital ads.
- Effectively led the organization's political strategy through high-profile shootings in Las Vegas, Sutherland Springs, and Parkland, elevating gun safety to a top-five voting issue in the 2018 midterm elections.
- Leveraged organizational partnerships to establish a program to candidates and political staff campaign on a gun safety platform through trainings, policy and research assistance, and events, including a 17-state, 44-day tour in 2016 featuring 50 events with over 200 surrogates including Hillary Clinton and Tim Kaine.
- Oversaw endorsements, PAC check distribution, and campaign services for more than 150 candidates for office.
- Executed an in-depth message research project to determine how to best communicate with voters about gun safety, fundamentally shifting how candidates, elected officials, and advocates talk about the issue.
- Provided leadership across departments during a critical transition period, including managing the organization's re-brand following a merger with the Law Center to Prevent Gun Violence.

GMMB: Washington, DC

June 2012 – March 2013

GMMB is a communications agency that creates lasting change through their work with nonprofits, candidates, and companies.

Media Assistant

- Designed and implemented five and six-figure media buys for the Obama for America (OFA) campaign in key markets.
- Analyzed over \$750 million in political advertising in the presidential race to inform allocation of OFA campaign funds and messaging strategy.

ADDITIONAL

Publication: Rutta et al. "Understanding private retail drug outlet dispenser knowledge and practices in tuberculosis care in Tanzania." *The International Journal of Tuberculosis and Lung Disease*, September 2014.

CYNTHIA JASSO-ROTUNNO

SUMMARY

Senior advisor with management and political acumen supporting C-suite and federal executives in 2 Presidential Administrations, multinational companies, and NGO clients with vision implementation, thought leadership, and dispersed team building. **Public affairs leader, policy advocate, and community organizer** with a proven record of BIPOC engagement, creating cultural content that lifts brand awareness, and amplifies entrepreneurship, small business, social innovation, science, tech, innovation, democracy, social justice, DEI, women and girls in domestic and international settings.

Key Competencies:

- Strategic Planning, Program Design & Management
- Public Engagement & Coalition Building
- External Affairs & Intergovernmental Affairs
- Partnerships & Corporate Social Responsibility
- Issue Advocacy Campaign Strategies
- Digital, Relational & Distributive Organizing

RELEVANT WORK EXPERIENCE & RESULTS (SUPPLEMENTAL EXPERIENCE IN LIST ATTACHED)

Democratic National Committee (DNC) & Democratic National Convention Committee (DNCC) Jan 2016 – present

DNCC SENIOR ADVISOR & DIRECTOR OF GOVERNMENT RELATIONS ▪ Philadelphia PA (Jan-Aug 2016)

DNC SENIOR ADVISOR for EXTERNAL RELATIONS ▪ Washington DC (General Election 2016)

DNC CONSULTANT for Western Political Organizing & Community Engagement ▪ Washington DC (Feb-Sep 2017)

DNC LATINO POLITICAL ORGANIZING & ENGAGEMENT DIRECTOR (October 2017-present)

• Intergovernmental Relations (IGA) Management & Engagement [DNCC & DNC 2016]:

- Principal manager responsible for **30+ IGA** groups, activating **237** Members of Congress, **20** Governors, **5** big city Mayors, **400+** foreign dignitaries. Designed engagement plan with consultants and recruited **150+** IGA volunteers. [DNCC]
- Engaged **20+** local electeds for GOTV bus tour. Recruited **10** Latinx Elected Officials & celebrities for GOTV PSAs. [DNC]

• Manage Latino Outreach Program. Advise DNC Principals on Coalition Engagement, Partnerships & Advocacy Campaigns

Create an early infrastructure base of Latinx leaders in swing states to scale digital organizing, amplify the Democratic Party brand, and form winning coalitions for the Democratic presidential ticket and down ballot candidates to leverage:

- **200+** Latino talent organizer pipeline (out of 1K Organizers) and **\$1.5 million** in Latino organizing [2018-20]
- **~\$3 million** State Party Innovation Fund in **15** states supported **19** Latino organizers, and **10** tools. [Medium blog](#). [2018]
- **4K+** key Latino leaders, **278** rapid response surrogates; **6** virtual regional and global Hispanic leader organizing forums
- **10** Facebook Streams co-hosted with **7** coalition partners, **110K+** page views promoting [iWillVote.com](#) & [VoyAVotar.com](#)
- **20** [Cafecito con Politics](#) & [¡Mujeres Mobilized!](#) forums engaging **14** partners, **1,600** Latino leaders in **7** states; **52** GOTV events & bilingual phone banks making **4K+** calls to help flip races in **2018**: CA, GA, IL, TX, NV, NM, AZ, FL.
- **25** visibility & organizing engagements: [Latina Members of Congress](#), [SXSW Casa Mexico](#), CASA, CHCI, LULAC, Latino Victory Fund Summits, NALEO, UnidosUS, and immigrant youth movement marches. Co-produced 2017 [FuturoFest](#) media project with Latino Victory Fund highlighting Hispanic Heritage Month [leaders](#)

• Showrunner, Content Creation, and Manager for Virtual Digital Civic Participation Productions:

- **2020** DNC Convention Hispanic Caucus live stream programming [here](#) & [here](#) drawing 10K+ [record attendance](#), cast of **40+** national Latino elected leaders, influencers, and actor activists. Build audiences. **110K+ page views:**

| | |
|---|---|
| • Ten Years After AZ SB1070: Latino Leaders Rising (AZ) | • Protecting Dreamers - 8th Anniv of DACA |
| • Nuestra Voz. Nuestro Voto Chat [FL] | • Latino Leaders Charla: Our Voice. Our Vote (PA) |
| • #FamiliesBelongTogether Rally in Brownsville, Texas | • The Power of the Latina Vote (3) |

• Biden-Harris 2020 Virtual Campaign Deployment Teams: Political; Expansion States; Arizona (General Election)

Elected Officials Engagement + Distributive Organizing + Digital Mobilization. Results:

- **Co-led Mayor Mondays GOTV team.** Designed engagement tool kit and trained phone bank volunteers. Team organized **51** mayors, **47** phone banks in **19** states with at least **1,500** volunteer sign-ups and **800+** shift confirmations.
- **Co-led Hispanic Legislators in 11 Bilingual Virtual Staging Locations & Live Stream Surrogate.** ~400 volunteer sign-ups
- **Supported Arizona political team engagement of elected officials and GOTV efforts**

• Impact Outcomes per Cycle: The Latino political ecosystem enabled:

- **2020:** **72%** of Latino vote supported Biden. Record **turnout** of **10.6 million** Latino early votes cast. Final turnout at **~20 million or 13%** (**8 million** more Latinos; **65%** increase). Historic **turnout of % of the eligible Latino vote**.
- **2018:** Digital program raised funds for **11 Latinx candidates and 7 won**. The Latino political alliance enabled **174% increase** in Latino voter turnout, and doubled Latino statewide electeds from **6 to 12** in 2018 elections.
- **2016:** Partner ecosystem raised Latino turnout **3-5%**, gained **5 federal, 2 state & 21** Latino Democratic legislators.

GOVERNMENT & PUBLIC AFFAIRS CONSULTANT ▪ San Antonio/Austin/Wash. DC

2014–2015

- **Coalition engagement, external affairs, fundraising, trade/entrepreneurship advocacy for NGO, corporations & campaigns.**
 - **WIN Women’s information Network** - Entrepreneurship Committee: Awarded “Best Attendance & Social Media Presence” for “Women on The Rise with Citizen’s Mark” a professional development panel and lifestyle brand launch.

USAID–US Agency for International Development ▪ Washington, DC (**XS appointment at AD 18 Level**)

2009–2014

WHITE HOUSE LIAISON, USAID Administrator’s Office (Secret Security Clearance) (Aug 2009-Jun 2011)

One of twenty White House Liaisons across the Obama-Biden Administration charged with transition management.

- **Transition Management** - Teamed with senior managers, White House Presidential Personnel, and the State Department to match talent and manage onboarding of 100+ out of 122 political appointees. Nurtured political appointees on succession planning and Agency culture. Collaborated with the Legislative Affairs team on confirmations of 10 Presidential nominees, and Administrator nominee’s briefing book. Earned the Administrator’s Certificate of Recognition.

COMMUNICATIONS & ENGAGEMENT DIRECTOR, USAID Innovation & Development Alliances [IDEA] (Jul 2011-May 2013)

SENIOR ADVISOR, USAID Global Development Lab - Center for Transformational Partnerships (Jun 2013-May 2014)

- **Management.** Co-manage a working group of 25+ USAID managers across 12 units representing 250+ entrepreneurship programs to produce USAID’s deliverable for the President’s 2013 Global Entrepreneurship Agenda.
- **Global Entrepreneurship Campaign.** Communicate USAID brand at Interagency Task Force with White House, State & Commerce Departments to shape, launch and advance the Obama Administration’s 2013 global entrepreneurship policy:
 - Placed **7** USAID initiatives in the [White House Fact Sheet](#) and press release for 2013 Global Entrepreneurship Summit
 - Helped activate [the Presidential Ambassadors for Global Entrepreneurship](#)
 - At USAID, co-led digital marketing amplification strategy with contractors for Global Entrepreneurship Week, [National Entrepreneurship Day](#), “My First Job” blog, & \$10M [USAID Partnerships Accelerating Entrepreneurship \(PACE\)](#) program
- **Innovation & Public Affairs.** Co-manage public affairs team to develop and execute new global brand strategy blending four units to lift awareness and response to grants in: **mobile tech, innovation ventures, partnerships, local sustainability**. Start-up member in the innovation office and the global development lab [on science, technology, innovation and partnerships](#)
- **Engagement & Partnerships.** Co-manage 2011 [Public-Private Partnerships Forum](#) of 200+ guests from global NGOs, public and private sectors. Featured [CEO panel from 4 Fortune 50s](#) and 10 multinational company partnerships: [Coca-Cola](#), [Green Mountain Coffee](#), [Cargill](#), [Merck](#), [Intel](#), [SwissRe](#), & [Standard Bank](#). Provide technical assistance on grant panels.
- **Multilateral Engagement & Tech Innovation.** Recruited the UN World Food Programme into the [Better than Cash Alliance](#) to harness digital tech for food assistance. Support the Alliance launch collaborating with [USAID’s editorial & Mobile Solutions teams to feature mobile tech and financial inclusion stories](#) in *Frontlines Magazine* and on social platforms.

DEWEY SQUARE GROUP (DSG) Public Affairs - State/Local & Multicultural Practice ▪ **PRINCIPAL** ▪ Washington, DC

2005–2009

ISSUE DYNAMICS INC. (IDI) Digital Public Affairs Agency ▪ **SENIOR CONSULTANT** ▪ Washington, DC

2004–2005

Advise corporate/NGO clients on coalition engagement, external affairs, issue advocacy & development of \$2.6M CSR partnerships

- **Digital Engagement.** Start-up team launched and designed “Latinovations” practice and “La Plaza” social media blog
- **Engagement, Partnerships & Issue Advocacy Campaigns.** Developed and co-managed CSR initiatives between corporate and NGO leadership to promote **diversity, equity, food security, energy, environment, health care, housing, and telecoms**.

CAMPAIGNS: See supplemental management experience list.

2001–2004

THE WHITE HOUSE – Office of Political Affairs ▪ 14 Southern & Southwestern States

1997–2001

SPECIAL ASSISTANT TO THE PRESIDENT & CHIEF OF STAFF FOR POLITICAL AFFAIRS OFFICE

- **Operations Management & External Relations.** Assisted Political Director managing 10-staff office while authoring political briefings for POTUS, FLOTUS, VP, Mrs. Gore, Cabinet. Advised Principals’ on regional trips to ensure time is smartly leveraged. Identified/engaged **600+** grasstop leaders for events and teleconferences mobilizing public opinion for policy agenda.

EDUCATION - PROFESSIONAL DEVELOPMENT

- **Masters in Business Administration Candidate (Graduation expected June 2022):** University of Texas-Rio Grande Valley
- **Bachelors in Business Administration - Marketing:** Pan American University, aka University of Texas-Rio Grande Valley

ATTACHMENT -- SUPPLEMENTAL MANAGEMENT & WORK EXPERIENCE

CAMPAIGNS: 2004 Joe Lieberman for President (JLP); DNC-Democratic National Committee ▪ Wash. DC 2001-2004

- JLP DEPUTY CAMPAIGN DIR. FOR CONSTITUENCY OUTREACH; CHIEF OF STAFF FOR MRS. LIEBERMAN (2003-04)
- DNC SOUTHWEST REGIONAL POLITICAL DIRECTOR (Apr-Dec 2002; General Election 2004)
- DNC HISPANIC OUTREACH STRATEGIES DIRECTOR (Feb 2001-Apr 2002)

Presidential Inaugural Committee ▪ Washington, DC 1996-1997

- DEPUTY DIRECTOR - GOVERNMENT, BUSINESS, AND COMMUNITY AFFAIRS
 - **Management, Engagement & Coalitions.** Co-launched 36-person operation. Recruited 18 directors and managed 12 coalitions to execute an 8-week civic outreach program to 42K leaders and 17K invitations. Provided cultural diversity guidance into events production.

Clinton/Gore Re-Elect Campaign ▪ Washington, DC 1996

- PUBLIC LIAISON DEPUTY DIRECTOR
 - **Coalition Engagement Management.** Managed 30 staff and oversight of 10 coalitions programs: Hispanic, Asian Pacific Americans, Native Americans, White Ethnics, Youth, Seniors, Enviro, Veterans, Republicans, Science/Tech leaders. Collaborated with the press team on coalition rollouts and specialty media planning.

Democratic National Committee (DNC) ▪ Washington, DC; Southern/Southwest Region 1994-1996

- DEPUTY DIRECTOR OF LATINO OUTREACH AND BASE VOTE DIVISION (1995-1996)
- SPECIAL ASSISTANT IN CHAIRMAN'S OFFICE (1995) & SOUTHERN DEPUTY POLITICAL DIRECTOR (1994)
 - **Intergovernmental, Coalition Outreach & Coordinated Campaigns.** Co-designed Latino Voter Outreach model adopted as the first Base Voter template for 9 coalition operations in state coordinated campaigns aiding Clinton/Gore '96 campaign to garner 72% of the Latino vote--now tied with Biden 2020 campaign. Coordinated four regional leaders summits linking campaign officials to the top 1,000 Latino leaders from 17 states. Tracked 14 Southern coordinated campaigns and \$1.5M budget.

Early Career - U.S House of Representatives & LULAC National Educational Service Centers ▪ Wash, DC 1990-1994

Budget oversight, management and program operations. Strategic planning. Grant writing. Education advocacy.

- NATIONAL OPERATIONS DIRECTOR - LULAC National Educational Service Centers [NGO]
 - **Operations Management:** Manage and administer \$2.2 million Federal education grant with 60 field staff in 9 state offices. Coordinate with federal contract officers on compliance and write funding proposals. Advocate education policy/programs and execute legislative outreach to targeted Capitol Hill offices.
- SCHEDULER - US House of Representatives CA-51
 - Schedule and administer new California Member's Capitol Hill office and annual \$210,000 general operations budget. Track House floor voting movement and Washington DC schedule.

John Patrick Kelley

Skill Summary:

Adaptable and strategic leader with over 15 years of operational and strategic leadership experience in public and private world class organizations. Proven ability to ramp up quickly and lead effectively in high stress, start up, and hyper growth environments. Experienced and effective communicator and public speaker. Expert at leading strategic design and implementation of innovative banking technology and fintech solutions across the public and private sectors. Proven track record tracking and leveraging opportunities created by regulatory change.

Key Achievements:

- Leads and manages 600+ person and \$8 billion community bank corporate development and partnership strategy
- Created and scaled the Government Contracting Lending and Business Advisory verticals at Live Oak Bank, originating roughly a half billion in commercial, SBA, and asset-based loans to small businesses as well as counselling hundreds of businesses with buying, building, and selling their firms through growth consulting and M&A services.
- Created, designed and managed implementation of a proprietary asset-based line of credit portal and servicing product.
- Provided advisement to US Treasury Department and SBA as they crafted the PPP program.
- Based on early knowledge of the PP guidance initiated and led the triage development of a PPP loan origination product based on my design. The effort involved coordinating a team spanning multiple distinct organizations including: Ncino, Accenture, and Finxact. PPP product was one of the first to market resulting in loan origination for Live Oak Bank, Santander, Capital One and First Horizon.
- Working with Live Oak Bank's in-house data scientists and developers, managed product development of a hardened REST API generating \$2.7 million in SaaS licensing fees from other banks.
- Appointed by President Obama to Senior Executive Service ("SES") positions at the United States Small Business Administration including Deputy Chief of Staff and Deputy Associate Administrator for the Office of Capital Access; overseeing the operations and policy development for the agency's \$100 billion loan portfolio.
- Created and managed the development and deployment of "SBA ONE," an end-to-end loan lifecycle and document product platform, that leverages a REST API to enable 3rd parties to integrate directly with the platform's system of record; enabling 4,000 different lenders to originate roughly 60,000 loans annually.
- Created and managed the development of "Lender Match," a first-of-its kind B2B fintech SBA product which enables lenders and borrowers to connect through an embedded digital service accessible from the agency's website.
- Created and managed development of "Certify.SBA.Gov," a product that enables small business government contractors to apply for their set aside certifications through an embedded digital service on the agency's website.
- Lead strategic planning effort for the United States Patent and Trademark Office's 5-year strategic plan, resulting in the creation and development of "Patent Next Gen," a \$300 million government contracting procurement exercise to automate the end-to-end examination of a patent.
- Experienced in leading culturally and demographically diverse work forces and effectively implementing change in both static and hypergrowth organizations, as well as creating and managing change in unionized and non-unionized environments.
- Experienced in recruiting, hiring, and developing teams to scale operations and drive product development and business growth.

Professional Experience:

2015-Present

Live Oak Bank

Wilmington, North Carolina

Executive Vice President – Channel Partnerships, focuses on leveraging Live Oak Bank's next generation digital bank offerings to partner with vertical SaaS companies to increase loan and deposit assets.

Executive Vice President, Head of Government Contracting Lending and Business Advisory:

Created and scaled the Government Contracting lending and Business Advisory verticals. Built a new team at Live Oak Bank to originate small business commercial, SBA and asset-based loans to U.S. Federal

Government Contractors and assisted small businesses with buying, building, and selling their firms through consulting and M&A services.

- 2010 - 2015 **U.S. Small Business Administration**
Washington, D.C.
Deputy Chief of Staff: Appointed by President Obama to oversee agency operations for a team of more than 3,000 employees and responsible for developing “Certify.SBA.Gov,” a digital service enabling small business government contractors to apply for their certifications helping small businesses access nearly \$100 billion federal contracts annually.
- 2010 - 2014 Washington, DC
Deputy Associate Administrator for the Office of Capital Access: Oversaw operations and policy administration for the agency’s \$100 billion loan portfolio. Created and developed digital service fintech products, including “SBA ONE,” an end-to-end loan lifecycle platform accessible via API and “Lender Match,” a B2B lender and borrower matchmaking platform.
- 2009 - 2010 **United States Patent and Trademark Office**
Alexandria, Virginia
Special Advisor to the Undersecretary of the Patent and Trademark Office: Appointed by President Obama to develop the agency’s 5-year strategic plan and developing “Patent Next Gen,” a \$300 million IT government contracting procurement exercise to automate the end-to-end examination of patents.
- 2008 - 2008 **Obama for America**
Philadelphia, Pennsylvania
Regional Field Director: Responsible for scaling voter turn-out operations across Philadelphia, PA, including recruiting full-time and volunteer staff to increase voter registration city-wide and drive voter participation city-wide leading to the election of the 44th President of the United States.
- 2006 - 2008 **Schulte Roth & Zabel LLP**
New York, New York
Associate: Deal counsel for structured finance group responsible for structuring CDO and CLO transactions. Responsible for diligence for M&A transactions on behalf of private equity clients.

Education and Affiliations:

Boston College Law School, Newton, Massachusetts: **JD**, 2006

Colgate University, Hamilton, New York: **BA, History**, Cum Laude with Honours in History, 1996

LAUREN E. KERNER

Phone: [REDACTED]
Email: [REDACTED]

EXPERIENCE

Florida Coordinated Campaign, Regional Organizing Director, Broward County, FL *June - November 2020*

- Managed 8 organizers with 221 active volunteers and 33 volunteer leaders to produce one of the highest direct voter contact operations in the state: 1,198,430 attempts with 44,308 contacts in MyVoters
- Implemented a volunteer Get-Out-The-Vote program which produced an 11% increase in Democratic voter turnout compared to 2016 across 125 precincts
- Directed strategic communication structures including weekly team development meetings and one-on-one coaching to support first time and experienced organizers to exceed state action metrics at a regional average of 120%
- Instilled a collaborative and supportive team ethos which allowed our region to successfully undertake rapid-response projects including organizing volunteers at 30 priority-one polling places during Early Vote and Election Day
- Developed a series of virtual organizing events to engage the Caribbean-American, Latino, Jewish, Women, and Youth constituency groups to scale up our direct voter contact program with Broward's diversity at top of mind

Biden for President, Field Organizer, New Hampshire, Virginia, South Carolina, Florida *December 2019-June 2020*

- Trained and managed a team of 15 active volunteers to mobilize and increase voter engagement in New Hampshire's largest and most rural turf in Coos and northern Grafton County
- Provided additional organizing support ahead of the South Carolina primary in Charleston, SC, including direct voter contact, volunteer recruitment, event building, and securing an emergency staging location
- Organized a Biden volunteer team in Orlando, FL, managed multiple community events including two office openings, a results watch party, and coordinated volunteer efforts with local LGBTQ+ organizations
- Piloted a virtual organizing program in Virginia which was utilized during the general election, including the campaign's first virtual volunteer training with a major surrogate

Peres Center for Peace - YaLa Young Leaders, Intern, Tel Aviv, Israel *June-August 2016*

- Supported post-Arab Spring citizen journalism and peace initiatives across the Middle East and North Africa under the supervision of Uri Savir, former member of the Knesset and Chief Negotiator of the Oslo Accords
- Assisted organizing and mediating a conflict-mediation workshop for 30 Israelis and Palestinians from Israel, the West Bank, and Gaza at the America House in East Jerusalem

Associated Students of UC Irvine, Representative: School of Humanities, Irvine, CA *February - December 2015*

- Represented the School of Humanities, voted on budget allocations and other pieces of legislation
- Authored R50-01 (passed) *Investment in Mutual Respect, Promotion of Peace, and Human Rights* which resolved to diffuse tensions on campus related to foreign conflicts and invest in collaborative peace efforts with special focus on the Israeli-Palestinian conflict

EDUCATION

University of Oxford, Oxford, United Kingdom

Master of Science in Modern Middle Eastern Studies

November 2019

- Degree awarded with merit from St. Antony's College with a focus on history, international relations, and politics
- Received a distinction in quantitative research methods from the Oxford School of Global and Area studies for analysis on a previous study assessing the relationship between family histories of repression, transnational social media usage, and the first-movers in Morocco's Arab Spring protests, inclusive of R code
- Dissertation: *BDS and its Discontents: Israel's Diplomatic Efforts on University Campuses in the United States* supervised by Yaacov Yadgar and advised by Avi Shlaim, Emeritus Professor of International Relations
- Member of the Oxford Strategic Studies Group and the Oxford Union

University of California, Irvine, Irvine, California

Bachelor of Arts in History, Minor in Jewish Studies, Phi Beta Kappa

June 2017

- Senior Honors Thesis: *Jerusalem's Sacred Spaces as Mechanisms of Conflict and Cooperation*
- Honors: Chancellor's Award of Distinction, Dynamic Woman of UC Irvine Award for Academic Achievement, UC Irvine Civic Engagement Award, 2017 Commencement Student Speaker at the Honors Convocation
- Leadership: Delta Gamma, Vice President; UCI Songfest Philanthropy, Executive Producer & Philanthropy Director

SKILLS/INTERESTS

- NGP VAN/Votebuilder • R/Rstudio • Hebrew • Mobilize America • ThruTalk/ThruText • Payroll Systems
- History • Pilates • Skiing • Stem Cell Research Advocacy • My German Shepherd, Levi

Ann Lewis

Experienced technical leader, architect, and active software developer with 18 years of experience managing tech teams, architecting systems, completing high risk system migrations, and taking ideas from development to launch.



EXPERIENCE

MoveOn.org, Remote — Chief Technology Officer

AUGUST 2015 - PRESENT

- Migrated legacy software stack to a constellation of modern 3rd party and in-house tools
- Hired and grew the in-house tech team
- Tech-powered election projects for 2016, 2018, 2020 elections
- Tech-powered advocacy and mobilization systems
- Deep investment in open source communities, principles
- Ownership, maintenance, stewardship of peer-to-peer textbanking tool [Spoke](#)
- Organizational cyber security policies, processes, trainings
- Data warehouse development, maintenance, ETL pipelines
- Tech and data optimized fundraising processes and tools

Pedago.com, Remote — Director of Engineering

AUGUST 2013 - AUGUST 2015

- Architect and lead developer of educational content publishing platform
- Agile software management processes with geographically distributed team
- Successfully delivered multiple platform and project launches

Rosetta Stone, Harrisonburg, VA — Software Engineer IV / Software Engineering Manager

AUGUST 2010 - AUGUST 2013

- Technical lead and engineering manager, Intermediate/Advanced English e-learning product.
- Technical lead and engineering manager, Software Platform
- Client and server developer for the Rosetta Stone ReFLEX application, an adaptive english language conversational fluency product

EcoInteractive, Davis, CA — Senior Software Engineer

FEBRUARY 2009 - JULY 2010

- Lead developer, Bay Area Air Quality: web-based data analysis

SKILLS

Building and growing technical teams

Scaling distributed systems

Managing platform migrations

Proficient in a variety of technologies, languages, and platforms

LEADERSHIP

Tech writing:

<https://medium.com/@annlewis>

Presentations:

<https://annlewis.tech/>

Open Source Projects:

<https://github.com/MoveOnOrg>

LANGUAGES, FRAMEWORKS, PLATFORMS

Python, Javascript, Ruby, Angular, React, MySQL, Postgres, Oracle, AWS, Redshift, ASP, VBScript, PHP, VB.NET, Java, Perl

system for air quality issues.

- Developer, Envirositor and Geotracker: web-based data analysis and reporting tools for CA Dept. of Toxic Substances Control.

Fluent Mobile, Boston, MA — *Software Engineer*

MARCH 2009 - JULY 2010

- Architected, deployed, scaled-out, and maintained cloud-based backend system supporting Fluent Mobile news iPhone app
- Search engine development and integration for Fluent Mobile news search feature.

WorkHabit.com, Sacramento, CA — *Senior Software Engineer*

SEPTEMBER 2008 - FEBRUARY 2009

- Lead developer, horizontally auto-scaling video transcoding and delivery system.
- Developer, various managed Drupal application stacks
- Researched and tested emergent cloud computing management systems

GoodGuide.com, SF, CA — *Software Engineer*

MARCH 2008 - SEPTEMBER 2008

- Full Stack development and deployment architecture for flagship website that scored products and companies on a variety of health, environment, and social impact metrics
- Architecture and development of data ingestion and ETL pipelines
- Development of company and product ranking algorithms

Cedaron Medical Software, Davis, CA — *Software Engineer*

SEPTEMBER 2007 - MARCH 2008

- Windows client development, APTAConnect: physical therapy diagnostic software
- Optimized the APTAConnect client and server installation processes, eliminating opportunities for human error and reducing installation time by 50%

Amazon.com, Seattle, WA — *Software Engineer II*

JUNE 2003 - AUGUST 2007

- Distributed system design, implementation, and operations in a linux development environment.
- Vendor Services team: built a portal and tools for vendors to create promotions targeting Amazon customer groups, as well as a portal for participating customers..
- Community team: built tools for customers to contribute customer reviews to the Amazon website, and tools for customers to moderate content with minimal customer service intervention. Internationalized english-based systems to global locales.

- Migrated several systems from a multicast request/reply protocol to a connection-oriented protocol, eliminating operational load due to networking scaling problems
- Rearchitected critical data pipelines, reducing update latency from 24 hours to < 2 seconds
- Interviewed candidates for engineering and management positions. Recognized as a "Bar Raiser" -- a technical interview leader, responsible for leading interview debrief meetings, training other interviewers, and moderating hiring decisions.

EDUCATION

Carnegie Mellon University, Pittsburgh, PA — B.S., Computer Science, B.S. May 2003

August 1999 - MAY 2003

- Major: Computer Science; Minor: Discrete Math
- Relevant coursework: computer networks, algorithms, machine learning, artificial intelligence, computer music, computer systems, data structures, web server programming.
- Winner of the John S. Morrison scholarship, covering 100% of tuition, room/board
- Winner of the InformationWeek 2002 Summer Fellowship, "Provably Secure Steganographic Text Encoding Module for Emacs"
- Paper: ["A Probabilistic Model of Melodic Similarity"](#)

Mark L. Madrid

2020 Bio accompaniment (page 5)

Professional Summary

- Accomplished corporate executive working in the nonprofit sector to apply a business mind with a servant heart
- CEO of the Latino Business Action Network in support of Stanford Latino Entrepreneurship Initiative
- Former President and CEO of the Greater Austin Hispanic Chamber of Commerce, named the 2015 Hispanic Chamber of the Year by the United States Hispanic Chamber of Commerce
- Previous Chief Operating Officer of the Houston Hispanic Chamber of Commerce, the largest Hispanic Chamber in the United States and the largest chamber of commerce (paid members) in Houston
- Thirteen years of corporate experience (finance, accounting, marketing, innovation, and IT) and nine years in the nonprofit sector (operations, board management, revenue generation, program development, innovation)
- Gifted collaborator that has forged strong, enduring relationships
- Community Emerging Legacy Award by the University of Texas at Austin Division of Diversity and Community Engagement
- Alumni Service Award by the University of Notre Dame Mendoza College of Business
- 2017 United States Hispanic Chamber of Commerce LGBT Advocate of the Year
- University of Notre Dame Mendoza College of Business Alumni Service Award
- Jefferson Award Recipient
- Honorary Colonel-United States Army Reserve 75th Training Command

Education: University of Texas at Austin-BBA in Accounting-1995
(**Honors Graduate** and **Endowed Presidential Scholar** during undergraduate period)
University of Notre Dame Mendoza College of Business-Master of Nonprofit-2015
(**Cum Laude**)
The Mendoza College is the only nationally-ranked business school to offer a graduate business degree designed to advance business leadership and managerial skills while keeping nonprofit executives in their roles.

Experience

LATINO BUSINESS ACTION NETWORK (LBAN), Palo Alto, CA

Stanford Latino Entrepreneurship Initiative

CEO

Employment period: April 2017-Present

Breakdown of role:

CEO is responsible for co-sponsoring the Stanford Latino Entrepreneurship Initiative, alongside a faculty director at the Stanford Graduate School of Business. Additionally, CEO is charged with advancing the purpose, mission and goal of LBAN. The LBAN purpose is to strengthen the United States by improving the lives of Latinos; the mission is to strengthen the United States by empowering leaders to grow substantial firms that create jobs, develop leaders and spawn a new generation of companies; the goal is to double the number of \$10+ million, \$100+ million, \$1+ billion Latinx businesses in the U.S. by 2025.

GREATER AUSTIN HISPANIC CHAMBER OF COMMERCE (GAHCC), Austin

President and CEO

Employment period: February 2014-April 2017

The GAHCC mission is to build its members' personal, business, educational and financial wealth.

Breakdown of role:

The President/CEO is responsible for the effective leadership, management, and financial security of the Greater Austin Hispanic Chamber of Commerce. Under general direction of the Governing Board of Directors, the President/CEO performs highly responsible and professional executive and managerial work in directing, planning, organizing, administering, and coordinating activities of the GAHCC, including major responsibility for program and policy development, membership services, growth strategy, quality control, measurements of work effectiveness, fiscal management, budget development, audit processes and research. President/CEO exercises considerable initiative, integrity and independent judgment.

- Managed the day-to-day operations of the GAHCC and its subsidiaries
- Created and implemented effective strategic planning in alignment with the GAHCC mission and vision to enhance growth and sustainability of the organization
- Drove fiscal oversight, management, member services and fundraising
- Actively promoted the GAHCC to key communities, constituencies and stakeholders
- Reported critical information to GAHCC Board of Directors

NOTABLE DISTINCTIONS:

- 2015: GAHCC named *United States Hispanic Chamber of the Year* by the United States Hispanic Chamber of Commerce
- In 2016 the GAHCC will co-launch a new entrepreneurial initiative, which will educate the Central Texas region's entrepreneurs to leverage innovation, finances and creativity to drive differentiation.
- In 2015 the GAHCC launched its groundbreaking Hispanic Business Research Study, which provides Hispanic business research data on over 9,000 Hispanic-owned businesses in the Central Texas region.
- In 2015 the GAHCC inaugurated a dynamic entrepreneurship competition in partnership with the Austin Independent School District for all AISD Title 1 high schools. Through the trailblazing competition, the GAHCC is bridging its pro-business mission to the business minds of tomorrow

HOUSTON HISPANIC CHAMBER OF COMMERCE (HHCC), Houston

Chief Operating Officer

Employment period: April 2009-January 2014

The mission of the Houston Hispanic Chamber of Commerce is to be the leading regional advocate for the economic and civic interests of the Hispanic business community.

Breakdown of role:

Directed, administered and coordinated the activities of the Houston Hispanic Chamber of Commerce in accordance with the policies, goals and objectives set by the Chief Executive Officer and the Board of Directors; recommended the development of corporate policies and goals that covered operations, personnel, financial performance and growth

- Managed operations, while executing shifting priorities and applying the highest attention to detail
- Provided energetic leadership and thoughtful guidance for developing methodologies to improve operations and deliver cost-effective performance on programs and initiatives
- Generated revenue, including corporate memberships and in-kind contributions
- Engaged in the strategic planning process and the yearly business and budget plan to produce departmental and individual results
- Responsible for HHCC adherence to short- and long-term plans and budgets based on strategic plan
- Exuded presence and composure necessary to interact with dignitaries, local/state/national/international government officials, community leaders and corporate/business executives

- Formulated, implemented and succeeded in fundraising activities, programs, events, community functions and initiatives
- Developed key process indicators and other quantifiable measurement tools to track results of departmental activities
- Interviewed, hired, and trained employees; appraised performance; addressed complaints and resolved problems
- Managed IT and spearheaded digital marketing campaigns
- Produced frequent status reports for President & CEO

NOTABLE DISTINCTIONS:

- 2009-2010: HHCC named *United States Hispanic Chamber of the Year* by the United States Hispanic Chamber of Commerce
- The Houston Hispanic Chamber of Commerce recognized as the *Top Houston Economic Development Marketer* during 2011 by the American Marketing Association's Houston Chapter
- December 2011: HHCC honored with *University of Houston President's Medallion*, which recognizes an individual or an organization for exceptional contributions to the University of Houston

NATIONAL CITY BANK, Houston

Marketing Specialist II, Regional Pricing Manager, Employment period: 2006-2008

Ensured short/long-term business objectives by enriching organizational systems (process flow, employee retention, and budgeting). Increased market share and identified new/underdeveloped consumer segments. Launched innovative and aggressive marketing campaigns to stimulate demand. Provided top management with essential data, ideas, and value propositions. Strengthened core customer relationships and cultivated new partnerships.

- **Launched an aggressive and focused marketing campaign to increase revenue and profitability in declining market**
Impact: Production of dormant products ascended 200% in volume and product profitability increased 340%.
- **Dramatically improved file flow efficiencies, accountability, and data management**
Impact: Service flow increased exponentially. Company streamlined file flow and increased branch profitability (quicker turn-time; reduction in operational costs). Equally important, customer satisfaction surged and success strategy was endorsed as "Best Practice" across the nation.
- **Implemented the Synergy Platform between all divisions to drive customer value**
Impact: 90% of surveyed customers cited improvements in process flow, integrated delivery, and customer service.

GUARANTY FINANCIAL SERVICES, Houston

National Marketing Director, Employment period: 1997-2005

Developed national marketing department, directing and centralizing marketing initiatives for 15 wholesale lending offices (with coverage in all 50 states). Designed, created, and implemented incisive marketing plans/campaigns for national sales team. Evaluated competition and reported analysis to executive management. Produced and managed special events from ideation to fulfillment. Created marketing materials, including website and high-end presentation collateral. Managed nationwide convention and industry trade show activity. Initiated marketing strategy, modeling, and global cross-functional committees. Implemented brand marketing, ensuring consistency and regulatory compliance for Wholesale and Correspondent Lending Division.

- Developed custom sales plans for 50 Account Executives.
- Increased brand recognition by 417%, account executive efficiency/time management by 220%, and marketing return on investment by 1160%.
- Created new website concept, design, and content to engage external broker/correspondent customers.
- Improved customer satisfaction for new website from average rating of 3.4 to 8.2 on a scale of one to ten (ten being exemplary).
- Generated recognition for website as global model for retooling Line of Business (LOB) and conglomerate websites.
- Analyzed domestic and global markets.

- Conceptualized and implemented new electronic pricing platform.
- Improved operational efficiency regarding pricing dissemination, reducing churn time from 47 to 11 minutes.
- Named inaugural *Top Dog* for superior global contributions.

JP MORGAN, New York, New York

Internal Management Consultant, Employment period: 1994-1996

Presented global credit research and analysis to senior executive management. Reviewed pricing methodology, conducted competitor analysis, and created mortgage database. Assessed international office risks/controls (including procedures for recruiting, hiring, employee relocation, payroll, payroll accounting, international assignment policy, employee benefits, development and training, employee-performance review, salary surveys, and cost projections). Authored *Risk Control Manual-Mexico City*, which was endorsed as “Best Practice” for all international JP Morgan offices.

Honors

- ✪ Named 2018 U.S. Top Latino Leader by the National Diversity Council
- ✪ Honored as one of ten **OUTstanding Voices** in the Bay Area by *San Francisco Business Times* for standout presence as a role model in advocating for a safer, more inclusive space for LGBTQ employees
- ✪ Announced as 2016 McBee Fellow by AARO (Austin Area Research Organization)
- ✪ Appointed by Austin Mayor Steve Adler as Co-Chair for President Obama’s **My Brother’s Keeper (MBK) Austin initiative** (2015); the mission of the national MBK initiative is to ensure that all youth, including boys and young men of color, have opportunities to improve their life outcomes and overcome barriers to success
- ✪ Appointed to Board of Directors of Anti-Defamation League (ADL)-Central Texas Regional office (2015)
- ✪ **Rev. Theodore M. Hesburgh, CSC Founder's Award**: given to the University of Notre Dame Master of Nonprofit Administration (MNA) student who is highly-regarded by the University of Notre Dame Mendoza College of Business faculty, possesses the integrity and character consistent with Notre Dame and displays leadership and scholarship within the Mendoza College of Business
- ✪ **David J. LaBarre Community Service Award**: given to the Master of Nonprofit Administration (MNA) student who is highly-regarded by his/her fellow MNA classmates, possesses the integrity and character consistent with Notre Dame, demonstrates a willingness to help other students and displays a commitment
- ✪ Designated as **National Hispanic Scholar** by the Hispanic Scholarship Fund and the Association of Latino Professionals in Finance and Accounting (1 of 39 national recipients: 2013)
- ✪ Named Houston’s inaugural **Modern Hispanic Gentleman** by *Texas Monthly* (“Engaging, Sophisticated, Compassionate, Influential”; 2013)
- ✪ Bestowed title of **Honorary Colonel** by the United States Army Reserve 75th Training Command
This designation "is not given without weighty deliberation of those with authority to bestow it. It is simultaneously an approval of qualities and a lifelong obligation to uphold those qualities as recipient will forever more be judged as an honorary member of this proud organization."
- ✪ **Inaugural Fellow** (one national selection) for the University of Notre Dame and the United States Hispanic Chamber of Commerce for University of Notre Dame’s Master of Nonprofit Administration (Mendoza College of Business)
- ✪ **2011 Jefferson Award recipient**: The Jefferson Awards are prestigious national honors accentuating community and public service in America. They began in 1972 to create a Nobel Prize for public service.
- ✪ *Houston Business Journal* **Top 40 under 40** Class of 2011: Madrid is part of the prestigious few, selected as one of Houston’s most respected and innovative young leaders who show dynamic leadership.

Bucket List

- Visit Machu Picchu
- Establish inaugural National Hispanic Valedictorian Summit
- Qualify for the Boston Marathon
- Visit the Holy Land
- Go on a safari in Tanzania
- Have a private lunch with Bill and Melinda Gates
- Deliver a *Ted Talk*
- Take a passenger flight to space

[Mark L. Madrid](#) is CEO of the Latino Business Action Network (LBAN), a national 501(c)(3) nonprofit organization focused on strengthening America through funding and supporting U.S. Latino entrepreneurial research and education impact programs at Stanford University. LBAN collaborates with Stanford Graduate School of Business to champion the Stanford Latino Entrepreneurship Initiative, which explores and expands knowledge of the Latino entrepreneurship segment in our economy through research, knowledge dissemination, and facilitated collaboration.

The goal of LBAN is to double the number of \$10+ million, \$100+ million, \$1+ billion Latino-owned businesses in the U.S. by 2025. In his role with LBAN, Madrid has cultivated strategic partnerships with the likes of the Federal Reserve Bank of New York, the International Economic Development Council, the International Women's Entrepreneurial Challenge, the Aspen Institute and the United States Hispanic Chamber of Commerce.

Previously, Mark served as President/CEO of the Greater Austin Hispanic Chamber of Commerce, the 2015 United States Hispanic Chamber of the Year. Prior to serving in nonprofit executive roles, he enjoyed a dynamic career in corporate banking that began on Wall Street in 1995 with J.P. Morgan.

Mark is the 2020 Recipient of the Latino Leaders Maestro Award in the Category of Leadership for his lifetime accomplishments as a distinguished influencer in promoting Latinx entrepreneurship and for his legacy as advisor, entrepreneur, diversity business promoter, civic champion, all which place him as one of the most exemplary Latino leaders in the United States.

Mark was named the 2019 Silicon Valley Nonprofit CEO of the Year by the Silicon Valley Business Journal. In October 2019, he was honored by Texas State University McCoy College of Business as the Beta Gamma Sigma Chapter Honoree, given to distinguished alumni or friends of the McCoy College of Business. He was featured in Affinity Inc for his distinguished national leadership in Latino economic development, inclusiveness and equity.

In 2020, Mark was appointed to the Board of Directors of the Hispanic Foundation of Silicon Valley. The foundation is dedicated to inspiring community philanthropy and engaging people to invest in the educational excellence, leadership development, and convening and engaging the Hispanic community to improve the quality of life for Latinos and the Silicon Valley region. In 2019 he was appointed to the Board of Trustees for Scholarship America, the leading nonprofit scholarship and educational support organization in the United States. The Families of Freedom Scholarship Fund, managed by Scholarship America, was established within one week of the attacks on September 11, 2001. The Fund exists to "provide education assistance for postsecondary study to financially needy dependents of those people killed or permanently disabled as a result of the terrorist attacks on September 11, 2001, and during the rescue activities relating to those attacks." To date, the Families of Freedom Scholarship Fund and its subfunds have provided \$160 million to more than 3,500 recipients. The Fund will continue aiding families through 2030, ensuring a brighter future for even the youngest dependents of those who were lost.

In 2019, Mark was selected as a Founding Member of the Silicon Valley Business Journal Leadership Trust, an exclusive community for influential business leaders, executives and entrepreneurs in the Silicon Valley. He was chosen due to his experience, leadership and influence in the local business landscape and beyond.

Mark was honored by *Hispanic Lifestyle* as a 2019 Hispanic Executive of the Year. He was named a finalist for the Influencer Award at the SaaStr Annual 2019 Annual Conference, the largest B2B software conference in the world. In July 2018 Mark was named one of the top Latino leaders in the United States by the National Diversity Council and in 2016 he was appointed to serve on the board of the McCoy College of Business Administration at Texas State University. Also, he was recognized by both his alma maters, the University of Texas at Austin and the University of Notre Dame. He was awarded the Community Emerging Legacy Award by the University of Texas at Austin Division of Diversity and Community Engagement. The University of Notre Dame Mendoza

College of Business named him the recipient of Mendoza's Alumni Service Award.

During the 2015 Notre Dame Mendoza College of Business Graduate Business Diploma Ceremony, Mark was honored with the Rev. Theodore M. Hesburgh, CSC Founder's Award and the David J. LaBarre Community Service Award.

The Rev. Theodore M. Hesburgh, CSC Founder's Award is given to one University of Notre Dame Master of Nonprofit Administration (MNA) student who is highly-regarded by the University of Notre Dame Mendoza College of Business faculty, possesses the integrity and character consistent with Notre Dame and displays leadership and scholarship within the Mendoza College of Business.

The David J. LaBarre Community Service Award is given to one Master of Nonprofit Administration (MNA) student who is highly-regarded by his/her fellow MNA classmates, possesses the integrity and character consistent with Notre Dame, demonstrates a willingness to help other students and displays a commitment to both Notre Dame and surrounding communities.

For the University of Texas at Austin McCombs School of Business Centennial Celebration, Mark was one of 60 BBA alumni featured in a campaign celebrating the 80,000+ alumni. He is a United States Army Honorary Colonel, an Honorary Advisory Board Member of The National Veterans Opportunity Coalition, a Forbes Nonprofit Council member and a recipient of the Jefferson Award. Most recently the *San Francisco Business Times* named Mark one of ten OUTstanding Voices in the Bay Area for his standout presence as a role model in advocating for a safer, more inclusive space for LGBTQ employees. The United States Hispanic Chamber of Commerce named Mark the LGBT Advocate of the Year and American Airlines honored Mark with the Extra Mile Award.

Mark holds a BBA from the University of Texas at Austin McCombs School of Business, where he graduated with Honors and earned the designation as an Endowed Presidential Scholar. He graduated Cum Laude with a Master in Nonprofit Administration from the University of Notre Dame Mendoza College of Business. He is an alumnus of the Stanford Latino Entrepreneurship Initiative Education-Scaling Program. Recently, he received a Certificate in Nonprofit Leadership from the Boston College Carroll School of Management Center for Corporate Citizenship.

Latino Leaders Magazine named Mark one of the nation's top Latinos in the areas of finance and nonprofits. He was honored as an inaugural Texas Modern Hispanic Gentlemen by *Texas Monthly* and as a *Houston Business Journal* 40 Under 40. Austin Mayor Steve Adler appointed Mark as Co-Chair of former President Barack Obama's My Brother's Keeper (MBK) Austin initiative. MBK's goal is to ensure that all youth, including boys and young men of color, have opportunities to improve their life outcomes and overcome barriers to success.

Mark has served as a mentor for the University of Texas at Austin LBJ School of Public Affairs Executive Master in Public Leadership (EMPL) program. He is a former McBee Fellow for the Austin Area Research Organization (AARO). AARO is a non-partisan nonprofit organization that builds on the savvy and brainpower of 100 prominent leaders from the Central Texas region of Travis, Williamson, Hays, Caldwell, Bastrop and Burnet counties. As well, he serves on the Board of Directors for the Central Texas Regional office of the Anti-Defamation League (ADL) in Austin.

Mark created the Mark L. Madrid Scholarships, which are awarded to deserving Latina and Latino college students majoring in business from the University of Texas at Austin, the University of Notre Dame and Texas State University.

Mark loves his God, his family, his friends, his pet Champ. His solitude joy is his zeal for competitive running, and he is currently training to qualify for the Boston Marathon after winning his division in several races across the United States.

Shea Martinson

Work Experience

Presidential Inaugural Committee, Washington, D.C.

Transportation Coordinator, January 2021

- Provided support to the Director of Transportation
- Managed, recruited, and corresponded with volunteers
- Drafted memos for special Inaugural guests; Escorted dignitaries to events

The Pennsylvania Democratic Party, 2020 Coordinated Campaign, Chester County, PA

Regional Organizing Director, June 2020 – November 2020

- Managed a team of nine Field Organizers across Chester County, PA, a suburb of Philadelphia, working to turn out voters for Democrats up and down the ballot
- Turned out 179,065 (and counting) votes for Biden-Harris in Chester County, an increase of more than 27% over what Hillary Clinton received in 2016 (140,188)
- Oversaw and implemented a Get-Out-the-Vote effort that led to the recruitment of 1,283 canvassing shifts and 1,526 virtual shifts (phonebank+dialer+texting)
- Trained, mentored, pushed, and coached my team of Field Organizers on best practices, tactics, and skills to exceed their numeric goals; achieved metric driven results
- Built and maintained collaborative relationships with staffers for State House and State Senate campaigns, Democratic committee members, HDCC staff, and local political players
- Created and managed schedules for my team, reported numbers, tracked hours, and other miscellaneous administrative functions; interviewed and hired Field Organizers as needed

Biden for President, Multiple Locations

Field Organizer, September 2019 – June 2020

- Worked in and traveled to: Las Vegas, Nevada; Charleston, South Carolina; Miami, Florida; Wisconsin (remotely), Michigan (remotely), Minnesota (remotely)
- Las Vegas, Nevada (6 months)
 - Worked as part of the Region 4 team, where Biden won his greatest share of delegates
 - Focused on engaging and organizing members of the local African American community
 - Delivered Field Pitches at events with Vice President Biden and Dr. Jill Biden
- Phone banked, canvassed, conducted one-on-one meetings, cut turf, and recruited volunteers; Managed, trained, and oversaw volunteers in the field office

Office of Senator Kamala D. Harris, San Francisco, CA

Constituent Affairs Intern, June 2019 – September 2019

- Provided support to constituents by answering phone calls, processing casework requests, and addressing their questions and concerns; logged communications in IQ
- Took notes in meetings, conducted vetting and research, scanned and faxed documents, compiled and sent press clips, organized mail, greeted visitors, and assisted staff members as needed

Office of Congressman John Garamendi (CA-3), Washington, D.C.

Legislative Intern, August 2018-November 2018

- Organized, maintained, and oversaw the front office; answered and screened phone calls
- Compiled and sent press clips every morning; entered information into IQ
- Attended legislative briefings and panels regarding a wide range of issues; recorded notes
- Researched and drafted response and commendation letters; Scheduled Capitol tours

Education

Sonoma State University, Rohnert Park, CA
B.A., Political Science, Cum Laude, 2019



TATE MITCHELL



PROFESSIONAL SUMMARY

Enthusiastic communicator eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Exceptionally goal oriented with an entrepreneurial spirit. Motivated to learn, grow and excel.

CAMPAIGN EXPERIENCE

Regional Organizing Director | North Carolina Coordinated Campaign - North Carolina 07/2020 - 11/2020

- Directed, trained, and managed team of 11 first time organizers increasing productivity by 75% from July to November in metrics of 1:1 meetings, phone bank shifts, direct voter contact, volunteer leaders and active volunteers.
- Inherited practically untouched district and maximized volunteer engagement in majority-minority and rural precincts across 7 counties.
- Led team that completed nearly 3,000 volunteer shifts while attempting over 1.5 million voter contacts, highest in state.

Field Organizer | Joe Biden For President - IA, NV, SC, MS 12/2019 - 07/2020

- Coordinated voter contact program in 6 competitive precincts in urban Johnson County.
- Trained volunteer leaders on Iowa caucus logistics with over 10+ precinct leaders.
- Managed 20 + out of state volunteers to successfully complete Get Out The Caucus efforts.
- Served as a Regional Training Organizer to train 70+ staff and volunteers to successfully perform the duties of precinct captain for 25+ precincts the day of the Nevada Caucus.
- Organized victorious Get Out The Votes in South Carolina and Mississippi and successfully transition to virtual organizing in the Mid - Atlantic.

Field Organizer | Kamala Harris, For The People - Des Moines, IA 10/2019 - 12/2019

- Hosted daily- in person meetings with potential caucus-goers focusing on persuasion and stakeholder relationships.
- Produced weekly newsletters highlighting the campaigns' events and then Senator Harris' policy plans to 300+ caucus goers.
- Coordinated voter contact program in 11 competitive precincts in suburban Polk County.

CONGRESSIONAL EXPERIENCE

Office of Congressman William Lacy Clay 2019

- Consistently communicated with constituents through letters and calls.
- Maintained daily press clips to keep office staff up to date on current events.
- Facilitated legislative staff by creating summaries and notes on hearings and briefings attended.
- Staffed the member for multiple hearings and events with constituents and activists.

CBC Intern | Office of Congresswoman Eddie Bernice Johnson 2018

- Facilitated legislative staff by attending and drafting summaries of 20+ hearings and briefings in U.S.
- Co-authored first drafts for letters of recognition and congressional record statements on behalf of the Congresswoman
- Delivered on all duties as assigned by the Chief of Staff, Communications Director, legislative staff such as strengthening social media and drafting approval requests for co-sponsorship.

SKILLS

- Event Planning
- Digital Engagement and Communication
- AP Style
- Persuasion
- Public Speaking
- Research
- Time Management
- Staff Management
- Problem resolution

EDUCATION

University Of Missouri 08/2019

Bachelor of Journalism: Emphasis in Strategic Communication

- Capstone in researching methods to increase awareness around Missouri School of Law
- Elected to Internal Committee Chair Woman for Alpha Kappa Alpha Sorority, Inc. Delta Tau Chapter in 2017-2019

NICOLA MONTAGNA

| | | |
|-------------------|---|-------------------------|
| EXPERIENCE | BIDEN-HARRIS TRANSITION TEAM | Washington, DC |
| 2020-2021 | Financial Operations Team | |
| 2020 | BIDEN FOR PRESIDENT | Philadelphia, PA |
| | Senior Finance Analyst | |
| | <ul style="list-style-type: none">• Built dynamic revenue and expense model for \$1.6bn budget across four entities to enable daily campaign spend decisions, cash management, and ultimately achieve optimal allocation of all campaign resources by election day• Collaborated with campaign leadership and event teams to forecast and communicate event production and travel spend allocation for rapidly evolving schedule encompassing 333 trips, 4 main principals, 42 surrogates, 2 production studios, and virtual operation totaling \$54mm• Projected and managed \$553mm in Major Donor revenue on \$1mm spend and \$113mm in Direct Marketing revenue on \$24mm spend by working with fundraising and analytics teams to analyze historical cycle trends and event and mailing return on investment metrics• Created and managed coordinated campaign headcount model and reporting across three employment entities with 3,500 employees and consultants totaling \$39mm of payroll | |
| 2020 | PETE FOR AMERICA | South Bend, IN |
| | Budget Associate | |
| 2017-2020 | UBER TECHNOLOGIES, INC. | Washington, DC |
| | Strategic Finance Associate, 2019-2020 | |
| | <ul style="list-style-type: none">• Completed root cause and mitigation analysis on 13 weeks of consecutive budget overspend, and created BvA accountability and management process with Operations and Product teams for remaining \$1bn in US incentive spend for 2019• Calculated break-even return on investment (ROI) metrics for all incentive spend levers and recommended ROI thresholds to minimize \$132mm in annualized losses on incentives• Analyzed rider engagement and profitability, identifying most and least profitable customers' behavior to create 2019 rider segmentation strategy for promotion targeting• Built and evaluated global Vehicle Solutions P&L identifying a >\$70M annualized contribution dilution compared to P2P drivers and recommended strategy to achieve parity• Modeled and recommended investment in Electric Vehicles product and operational infrastructure given a 10x ROI and 7% risk to contribution plan for the UK rides business | |
| | Operations Manager, 2017-2019 | Chicago, IL |
| | <ul style="list-style-type: none">• Managed allocation and execution of Chicago multi-million dollar incentive budget by building marketplace forecasting model driving 21% supply hour growth, 67% reduction in trips surged, and 3% improvement in driver acceptance rate in 2018 | |
| 2015-2017 | APOLLO GLOBAL MANAGEMENT, LLC | New York, NY |
| | Structured Credit Analyst | |
| | <ul style="list-style-type: none">• Optimized capital structure using market comps and rating agency programs, amended indenture to current document standards, and extended reinvestment period and final maturity of five existing CLO transactions adding ~\$41mm incremental fee income• Communicated effectively with bank syndicate team, external legal counsel, and internal portfolio management team to price and close four new issue Collateralized Loan Obligation (CLO) transactions adding \$2.6bn Apollo managed CLO AUM• Measured performance of 14 ALM CLO transactions totaling ~\$10bn, communicating deal metrics and performance through quarterly memos with buy/sell/hold recommendation• Performed due diligence on historical CLO manager performance, screened portfolios, completed price analysis, and created investment memorandums presented to investment committee contributing to the 108 deals worked on and 39 invested in 2016 | |
| EDUCATION | UNIVERSITY OF MICHIGAN | Ann Arbor, MI |
| | Stephen M. Ross School of Business | |
| | Bachelor of Business Administration, May 2015 | |
| | <ul style="list-style-type: none">• Cumulative GPA: 3.53/4.00• LSA Minor in Spanish Language, Literature, and Culture• Graduated with Distinction | |

MICHAEL A. NEGRON

EXPERIENCE

Assistant Director, Illinois Department of Commerce and Economic Opportunity (DCEO),
Chicago, IL
August 2019 – Present

Number two official for Illinois cabinet-level agency with a \$1.4 billion budget and more than 260 employees responsible for issuing business attraction tax credits, overseeing grant programs for businesses, distributing federal workforce dollars, managing community development block grant (CDBG) and community service block grants (CSBG), and implementing federal Low Income Heating and Energy Assistance Program (LIHEAP). Directly reports to Governor's Office in overseeing more than \$1 billion in COVID-19 emergency economic aid and infrastructure investment. Regularly briefs legislators, chambers of commerce, news reporters, and other stakeholders on DCEO programs. Led entire agency as Acting Director from May through August 2020. Representative accomplishments include:

- **Established \$290 million business grant program.** Using federal CARES Act funds, led team of more than a dozen in quickly standing up a program to offer business interruption grants to small businesses like restaurants, independent retail, and performance arts venues hurt by COVID-19 pandemic downturn.
- **Launched \$250 million local government support initiative.** Managed a team of more than ten staff in establishing federal CARES Act program to reimburse local governments for COVID-related costs.
- **Spearheaded development of business COVID-19 guidelines.** Led team of more than 10 in developing business reopening guidelines, in cooperation with Illinois Department of Public Health. Remained in frequent communication with elected officials, business associations, and businesses to discuss implementation and ongoing revisions.
- **Drove DCEO Rebuild Illinois Infrastructure program.** Spearheaded team of more than a dozen in managing DCEO's share of Governor Pritzker's \$40 billion 5-year infrastructure investment program. Developed competitive grant programs for projects in public infrastructure, economic development, broadband expansion, site improvement, life sciences wet lab development, and advanced manufacturing training academies at downstate community colleges. Managed a team that reviewed hundreds of applications and completed grant agreements worth more than \$150 million in first year.
- **Led development of support for cannabis social equity cannabis entrepreneurs.** Led 9-person team in establishing \$25+ million low interest loan program for social equity entrepreneurs seeking to enter adult use cannabis market legalized in 2019. Launched technical assistance programming to help social equity applicants apply for licensing and develop business plans.

Candidate for 47th Ward Alderman, Chicago, IL
March 2018 – April 2019

Campaigned for an open seat on the Chicago City Council. Met thousands of residents and raised more than \$570,000. On-the-record conversations with reporters and participated in more than 10 candidate debates. Reached run-off election as top two finisher in February primary.

City of Chicago Mayor's Office, Chicago, IL
Chief of Policy, June 2012 – February 2018
Director, Innovation Delivery Team, November 2011 – June 2012

Responsible for leading team of 12 staff in day-to-day generation and implementation of policy initiatives on issues including education, social services, housing, public health, and transportation, among others. Coordinated initiatives across city departments, sister agencies, and other levels of government. Representative accomplishments include:

- **Raising Chicago's minimum wage.** Spearheaded a working group and ordinance drafting process to establish Chicago minimum wage of \$13. Led team that conducted analysis to determine impact of potential wage increases on workers and businesses and negotiated final ordinance with City Council members.
- **Revamped housing laws to expand affordability.** Worked with Chicago Department of Planning and Development to drive development of affordable housing reform strategy including updating the city's affordable requirements ordinance (ARO), developing the city's transit oriented development (TOD) ordinances, and establishing a preservation framework for single-room occupancy buildings (SRO). Worked with Chicago Coalition for the Homeless to develop housing initiative focused on homeless Chicago Public Schools students using revenue from house sharing industry surcharge.
- **Established Mayor's Mentoring Initiative to serve 7,000 youth.** Developed 3-year \$36 million plan to provide high quality mentoring programs to more than 7,000 8th, 9th, and 10th grade boys in Chicago Public Schools in 22 high homicide neighborhoods.
- **Established Legal Protection Fund to protect undocumented.** Drove establishment of \$1.3 million legal protection fund to provide legal counsel and rights education for undocumented residents following the election of President Donald Trump.
- **Developed regulatory framework for ride share.** Led development of one of the first regulatory frameworks in the country to govern rideshare industry. Served as lead witness before City Council during hearings regarding proposal.
- **Developed regulations of House Sharing Industry (Airbnb).** Drove development and negotiation of ordinance establishing regulatory framework for house sharing technology platforms like Airbnb. Developed 4% surcharge to support homelessness reduction programs.

U.S. Department of Defense, Washington, DC

Special Counsel to the General Counsel, July 2010 – October 2011

Reported directly to Jeh Johnson, who oversaw more than 200 attorneys within the Office of the Secretary of Defense and 10,000 attorneys across the Department, on special projects involving cybersecurity operations, treaty law, and other legal issues. [REDACTED].

Office of Management and Budget (OMB), Executive Office of the President, Washington, DC

Special Assistant to the General Counsel, May 2009 – July 2010

Prepared decision memoranda from OMB Director to the President explaining political, policy, and legal issues related to executive orders for his signature and coordinated interagency review.

Congressional Oversight Panel (COP) for the Troubled Asset Relief Program (TARP), Washington, DC

Counsel to the Chair, November 2008 – May 2009

Drove initial establishment of COP, reporting directly to Chair Elizabeth Warren on hiring, budget, and strategy decisions. Coordinated teams that drafted first six monthly reports to Congress.

Obama for America, Chicago, IL & Manchester, NH

New Media Staffer, May 2007 – November 2008

Supervised seven state social media directors in general election. Worked with state new media directors in developing strategies for use of blogs, e-mail, and video.

ACTIVE DUTY MILITARY EXPERIENCE

United States Navy, Navy Alcohol and Drug Abuse Prevention Program (NADAP),
Millington, TN

Lieutenant, US Navy, Fleet Alcohol Policy Manager, December 2002 – August 2004

Supervised two enlisted staff and coordinated with civilian experts in the administration of Navy's policy on alcohol abuse prevention and substance abuse-related separations.

United States Navy, Naval Nuclear Power Training Command, Goose Creek, SC

Ensign, US Navy, July 2001 – November 2002

EDUCATION

Harvard Law School, J.D., June 2007

The University of Memphis, M.A. in History, December 2004

Georgetown University, B.S. Foreign Service in International History, May 2001

LICENSES & CERTIFICATIONS

Bar Admission: Illinois, October 2008.

OTHER RECOGNITION

Crain's Chicago Business 40 Under 40 2015

Co-Founder and Volume 1 President, *Harvard Law and Policy Review* (national journal for American Constitution Society)

Han Nguyen

Han Nguyen is a strategic digital communications and marketing leader with a decade of experience in political, non-profit, and start-up worlds. Currently leading the City of Chicago's digital response team for COVID-19, he has a proven record of creating, cultivating and leading innovative teams to message, persuade, and mobilize support around domestic and national issues for major national leaders and social causes.

EXPERIENCE

PRESENT



Director of Digital Strategy, Chicago Mayor Lori E. Lightfoot

- Manage and direct COVID-19 digital communications response team for the City of Chicago, reaching and engaging millions of residents
- Oversaw and directed budget for COVID-19 and Census marketing efforts
- Direct rapid response operations for high-profile crisis moments
- Led the rebrand of the forward-facing identity of Chicago government

2018-19



Owner, Han Nguyen Strategies, LLC

Directed communications strategies that led to millions of engagements with supporters for multiple clients including: First Lady Obama's When We All Vote, Future Coalition, Immigration Hub, and State Innovation Hub.

- Managed a team of contractors and advised clients on engagement strategies
- Oversaw national texting program of 2,000 staff and volunteers
- Hired and built digital communications team for multiple clients including a mayoral campaign
- Oversaw six-figure ads budgets for multiple initiatives and clients



Digital Director, Biss for Governor

- Managed and led digital communications team to create the most widely engaged content in the Illinois gubernatorial race
- Directed online rapid response and influencer program
- Oversaw the budget for paid digital ads program

2017



Digital Communications Consultant, Tom Perez for DNC

- Managed 8-member digital team that executed all outbound email, social media, and SMS content
- Oversaw messaging and execution of six-figure online advertising budget
- Expanded online small donor contribution base by 50 percent

2016



Colorado Digital Director, Hillary for America

- Led a 12-member team that managed all aspects of digital communications operation: social, video, digital organizing, etc.
- Generated tens of thousands of voter registration leads for candidates up and down the ballot



Nevada Digital Director, Hillary for America

- Managed a team of staff and volunteers that helped Hillary Clinton successfully fend off a fight from her primary opponent
- Piloted first 1:1 text message program on a modern presidential campaign
- Created the standard of using Facebook live to communicate with audiences
- Developed and led the growth of the largest battleground state social accounts

2015



Digital Engagement Director, Apoljo

- Designed mobile app strategy that engaged 250,000 clients
- Managed and directed six-figure paid ads program
- Directed digital engagement team content strategy

2014



Consultant, The Messina Group

- Managed and directed six-figure paid ads program for political candidate
- Oversaw the day-to-day content production of a team of consultants
- Advised campaign leadership on digital engagement strategies



Digital Director, New Hampshire Coordinated Campaign

- Directed war room efforts for debates, creating top-ranked rapid response contrast content for candidates up and down the ballot
- Grew email list from 8,000 to 55,000 unique emails
- Recruited 7,000 volunteer shifts for entire Democratic ticket

2013



State Digital Programs Manager, Organizing for Action

- Managed a team of staff that oversaw the 50-state digital strategy
- Generated 30,000 leads for Affordable Care Act marketplace

2012



Virginia Digital Content Manager, Obama for America

- Managed volunteer digital team
- Led the growth of the largest state social accounts
- Created content widely shared from national accounts

CONTACT

mobile



LINKS

twitter

linkedin



EDUCATION

Juniata College, Pennsylvania

Bachelor of Science, Chemistry

Class of 2007


REFERENCES

Available upon request

SKILLS

People management
Crisis communications
Analytical thinking
Budgeting
Brand identity
Online marketing

ARTHUR PLEWS



EDUCATION

Yale Law School, J.D., 2011, member of New York bar

Princeton University, A.B. in Public and International Affairs, 2006

EXPERIENCE

Stripe, San Francisco, CA

Business Operations, 2017-2019, *Operations Platform Strategy & Operations*, 2019-Present

Directed a series of strategic business initiatives across different pillars of Stripe, a financial technology company and payments provider that is among the most valuable startups in the United States. Focus areas included go-to-market, user experience, lending, and financial risk.

- Led analysis of the addressable market for Stripe's loan product, identifying pockets of opportunity and which types of capital the company should look to provide to its users.
- Directed an effort to reduce Stripe's exposure to credit risk as the company was still building out its credit function. Scaled up a vendor team to fill capacity gaps, managed user outreach to large accounts, and helped coordinate credit decisions.

U.S. Small Business Administration (SBA), Washington D.C.

Chief Innovation Officer, 2016-2017, *Policy Advisor*, 2014-2016

Appointed to the SBA's front office, and later elevated to a Senior Executive Service role as the agency's inaugural Chief Innovation Officer.

- Drove exploration of new policy ideas for the SBA Administrator, including efforts to use government data to better understand the small business economy, support minority and community lending institutions, and improve small business access to financing.
- Worked with senior executives, customers, and stakeholders to develop and execute a new technology strategy for the SBA. Founded a new Digital Service team to carry it out.

McKinsey & Company, Washington D.C.

Associate, 2012-2014, *Summer Associate* 2010

Provided strategic analysis and recommendations for federal agencies and leading corporations in multiple fields, including housing, manufacturing, and healthcare.

U.S. Mission to the United Nations, Washington D.C.

Heyman Fellow, 2011-2012

Awarded a fellowship to serve on the staff of Ambassador Susan Rice. Covered multiple policy areas, including sub-Saharan Africa, legislative affairs, and atrocity prevention.

Andre Carson for Congress, Indianapolis, IN

Scheduling/Political, 2008

Wrote daily event briefings, coordinated targeted political outreach, and managed the campaign schedule for Congressman Andre Carson (D-IN) in a special election and a primary campaign.

United Nations Population Fund (UNFPA), Dakar, Senegal

Princeton-in-Africa Fellow, 2006-2007

Led journalists on field missions to rural areas of West Africa to provide publicity for UN public health and human rights efforts. Drafted articles for the Fund's website and publications.

Veronica Pugin

Biden Policy • LinkedIn Labor • Stanford MBA • State of CA • Latin America Business • Professor

Professional Leadership Roles

LINKEDIN– San Francisco, USA

Business Operations Manager (*achieved promotion in less than one year*)

2019 – Current

- Lead project to assess the US macroeconomic and labor outlook in light of COVID-19-induced recession and its impact on the business (\$400 million financial implication)
- Project manage team of Principal Economist and data scientists to map macroeconomic trends' impact on job creation and revenue in the US and internationally via statistical analyses and scenario-planning
- Led product strategy, metrics and operations, and process development for new product launch for \$500 million opportunity with a particular focus on small business customer needs
- Managed junior staff via project guidance and coaching. Received uniquely positive reviews on management style

UNIVERSITY OF SAN FRANCISCO – San Francisco, USA

Adjunct Professor / School of Management Faculty

2020 – Current

- Teach courses on political economy and international business/economics which includes developing new curricula
- Serve on faculty groups and leadership efforts on advising school of management students, strengthening management curriculum, and campus culture and learning faculty groups

JUNTOS – Bay Area, USA; Mexico City, Mexico; and São Paulo, Brazil

Latin America Business Development Manager

2015 – 2017

VC-banked financial tech start-up that partners with banks to promote financial inclusion for ~3 million low-income users

- Managed partnerships with Latin America's largest banks and World Bank funders for financial inclusion/access projects
- Oversaw partnerships, contracts, and impact evaluation efforts in Spanish and Portuguese across Latin America
- Worked directly with Co-Founder to develop partnerships function from scratch which was then used company-wide to manage partnerships across Latin America, Asia, Africa, and the Middle East
- Supported CEO to explore new product and market opportunities to expand impact in meeting low-income users' needs

DELOITTE CONSULTING, LLP – San Francisco, USA and Mexico City, Mexico

Consultant (*achieved top 10% performance rating*)

2012 – 2014

Worked on strategy, operations, and project management for Fortune 500, government, and non-profit clients. Select projects:

- **Economic Development - Government Client:** Developed region-based cluster strategies that leverage government, university, investor, business, and non-profit resources for economic development via new business creation
- **Non-Profit Tech Project:** Managed team to develop tech strategy for nonprofit to expand impact by using technology services. Served on leadership team that oversaw 17 consultants
- **Biotech Client: Growth & Innovation Strategies:** Designed operating model and processes for client to remain innovative and grow. Client rated project as best from Deloitte
- **Government Tech Project:** Completed project management, cross-functional and cross-regional communication strategies, and cost analysis for a 110-person multi-million dollar tech project
- **Diversity & Inclusion Management:** Led, recruited, and managed 16-person team to launch and manage cornerstone diversity recruiting strategy

SOURCE NONPROFIT CONSULTING – Claremont, CA

Director

2011 – 2012

- Led organization and its operations and managed its 28 consultants to deliver nonprofit consulting services
- Recruited, hired, mentored, and trained team of consultants by attracting, identifying, and investing in talent
- Managed relationships with nonprofit clients, private and public funders, and media entities
- Expanded local nonprofit client and services delivered to increase community impact by over 500%

Education

Stanford Graduate School of Business: MBA & Public Management – Stanford, CA

2019

- *Activities:* Hispanic Students Association • GSB Pride • Course content development on finance in society
- *Advisor:* Advise start-up on strategy, growth, business development, and product

Claremont McKenna College: B.A. Economics / International Relations – Los Angeles Area, CA

2012

- *Honors:* Phi Beta Kappa, Cum Laude, Honors Thesis, top student in major, Hispanic Heritage Scholar

- *Managing Editor & Writer, Claremont Portside*: Managed writers and content for international section of publication

Consultant Roles

CITY OF SAN JOSE COVID EQUITABLE ECONOMIC RECOVERY FRAMEWORK – San Jose, CA

Equitable Economic Development Consultant / Project Lead

2020

- Provided City of San Jose with a framework to center equity in economic development in program development, delivery, and Federal funding allocation, focusing on jobs, small business, and household income
- Developed equity toolkit to identify communities' economic needs, cross-sector solutions, and equity metrics

STATE OF CALIFORNIA – Sacramento, CA

Equitable Economic Development Consultant / Project Lead

2019

- Advised Governor's Office of Economic Development on strategies to promote equity in small business lending
- Worked with Director of Small Business to identify cross-sector solutions in making capital accessible to the marginalized
- Strategies developed with eye for sustainability across California's small business context (~4 million small businesses)

SWING LEFT – Bay Area, CA

Strategy Consultant

2019

- Provided President and Co-Founder with strategy to promote voter engagement among diverse communities across US
- Developed strategy around partnerships, product, and business development to pursue over 15 million volunteers

PNYKA – San Francisco, USA

Strategy Consultant

2018 – 2019

Civic tech start-up that partners with government, corporate, non-profit, and academic clients to promote civic engagement

- Secured first government partnership with the City of Los Angeles for a project on economic justice, housing, and race
- Served as chief advisor on strategy and impact for CEO while collaborating across functions to implement strategy
- Developed and led partnerships strategy with nonprofit, academic, public, and corporate entities for civic engagement
- Traveled across West, Midwest, South, and East Coast representing company to identify partnerships across sectors

Policy & Campaign Roles

- **Biden Campaign LGBTQ Economic Policy Subcommittee, Leadership Team** 2020
 - Managed team of 30 individuals to develop economic policy content for LGBTQ communities
- **Biden Campaign Economy Policy Committee, Member** 2020
- **Warren Campaign, Latino Lead for Bay Area** 2019 – 2020
 - Oversaw team of 38 volunteers and led Latino outreach strategy efforts to engage Latino voters across the Bay Area in the Presidential Election
- **Gavin Newsom Governor's Campaign, Innovation & Technology Policy Committee Member** 2018

Community Leadership

- **Co-Founder / Head of Content, CT – Nationwide, USA** 2018 – 2019
 - Co-founded digital media initiative promoting LGBTQ inclusion in Christian spaces, reaching >17 million people
 - Developed the vision, voice, partnerships, and distribution strategy to reach diverse audiences across US
 - Wrote content (mostly online video), identified LGBTQ stories to elevate, sourced and conducted all interviews
- **Grantee Liaison, Latino Community Foundation – San Francisco, CA** 2019 – Current
 - Serve as point of contact and support for local non-profit serving LGBTQ Latino communities
 - Contribute to LGBTQ Giving Circle where advise on how to utilize resources to support LGBTQ Latino nonprofits
- **Fellow, New Leaders Council** 2020
 - Completed Capstone Project on *Promoting a Just and Equitable COVID Recovery*
- **Instructor, Stanford Educational Studies Program** 2019 – 2020
 - Wrote and delivered course content for the following courses to students: *Economics, Business, and Society*; *Economic Philosophy*; and *Economic, Political, and Social Systems*
- **Member, Latina Coalition of Silicon Valley**
- **Small Business Lending Impact Evaluation Team Member, Opportunity Fund**

Languages

English (Native), **Spanish** (Native), **Portuguese** (Fluent, full professional proficiency), **French** (basic)

RELEVANT WORK EXPERIENCE

Policy Advisor, Senator Jacky Rosen (NV), Washington, DC **April 2019 – Present**
Legislative Assistant (April 2019 – October 2020)

- Lead the Senator’s legislative work on small business, banking, tax, trade, and immigration by conducting policy analysis, developing legislation, and building relationships with key local and national stakeholders
- Spearheaded efforts that led the U.S. Small Business Administration to change a regulation on gaming small businesses, securing millions of dollars in economic relief and saving thousands of jobs
- Assisted more than 1,200 small businesses with their small business concerns since the onset of COVID-19, including by establishing a small business portal with resources for Nevadans
- Cultivate collaborative relationships with staff from the Senate Small Business & Entrepreneurship Committee, House Small Business Committee, Leader Schumer’s office, and the Nevada SBA District Office
- Developed and led bipartisan legislation to provide additional funding for the Economic Injury Disaster Loan program and legislation to expand access to SBA loan products for nonprofit child care providers
- Maximize the Senator’s impact on the Senate Small Business and Entrepreneurship Committee, Commerce Committee, and Homeland Security and Governmental Affairs Committee by preparing detailed policy briefs, advising on political dynamics, and providing strategic lines of questioning for committee witnesses
- [REDACTED]

Legislative Director, Representative Lauren Underwood (IL-14), Washington, DC **Jan. 2019 – March 2019**

- Established the freshman Congresswoman’s legislative agenda and led her legislative efforts, including the Congresswoman’s work on the House Committees on Homeland Security and Veterans’ Affairs

Legislative Director, Representative J. Luis Correa (CA-46), Washington, DC **Jan. 2017 – Jan. 2019**

- Managed a legislative team and developed an effective strategy to advance the Congressman’s legislative agenda
- Shepherded the introduction of more than 20 bills, five of which led to successful House passage, which earned the Congressman commendation as one of the most effective Freshman legislators of the 115th Congress
- Staffed the Congressman on the House Committees on Homeland Security and Veterans’ Affairs, and worked closely with committee staff to advance the Congressman’s agenda.
- Served as the staff liaison between the Congressman and the Congressional Hispanic Caucus, New Democrat Coalition, and Blue Dog Coalition.

U.S. Senate Majority Leader Harry Reid (NV), Washington, DC **Sept. 2013 – Jan. 2017**

Leg. Aide (Sept. 2013-Jan. 2017), Leg. Correspondent (Sept. 2013-Oct. 2015), Staff Assistant (Sept. 2013-March 2014)

- Drafted letters to government agencies and ensured that Nevadans received timely responses to correspondence
- Coordinated with Senate Democratic offices on filing an amicus brief to the U.S. Supreme Court on immigration
- Collaborated with federal agencies to develop ideas for legislation, including the Department of Education’s Office of Civil Rights to address anti-Semitism on college campuses

LEADERSHIP EXPERIENCE

Volunteer, Biden-Harris 2020 Campaign **Sept. 2020 – Nov. 2020**

- Conducted bilingual phone banking to encourage people to register and vote

Emerging Leader, Stennis Center for Public Service Leadership, Washington, DC **Jan. 2018 – Jan. 2019**

- Successfully completed the Emerging Congressional Staff Leaders Program for staff committed to public service

Participant, PSA-Harvard Kennedy School Negotiation Program, Washington, DC **August 2018**

- Participated in two intensive negotiation skill programs to effectively collaborate and find compromise in Congress

Treasurer, Congressional Hispanic Staff Association, Washington, DC **Sept. 2015 – Feb. 2017**

- Represented nearly 200 members and promoted professional development for Latinos and minorities on Capitol Hill

EDUCATION AND HONORS

San Diego State University, San Diego, CA **August 2006 – May 2011**

University Honors Program Graduate

- B.A. International Business, B.A. Political Science, Honors Minor in Interdisciplinary Studies
- Honors: Phi Beta Kappa, Mortar Board, Golden Key, Pi Sigma Alpha, and Phi Eta Sigma

Oxford University, Oxford, United Kingdom **Dec. 2010 – Jan. 2011**

- Study Abroad Program in International Politics

JUAN M. SEMPERTEGUI

Biography

Juan M. Sempertegui is a banking and financial services professional with 22 years of experience in various legal and business roles, including more than 8 years in government service. An immigrant from Bolivia, he became a U.S. citizen and is a first-generation college graduate with an MBA from The Johns Hopkins University and a law degree from American University, Washington College of Law. Juan's strong record of public service includes serving in the U.S. Marine Corps Reserve, and, in honor of his late mother, establishing the Maria Sempertegui First-Gen Future Men Leadership Program to teach young men the skills necessary to graduate from college.

Juan's unique professional experience and first-hand insight into the corporate and government sectors provide him with a comprehensive perspective to serve as an effective leader. He began his career working in various finance and accounting roles leading payroll and cash management teams. For more than 4 years, he assisted in the formulation and execution of a \$24 million budget for an energy trading division and a \$620 million budget at the Board of Governors of the Federal Reserve System. Juan has also drafted quarterly and annual performance reports that evaluated compliance with strategic and long-range plans.

He has worked in the banking and financial services industry for more than 11 years as an Assistant General Counsel and Senior Vice President at Bank of America, the world's second largest bank (4 years), and as a federal and state financial regulator (7 years). As a bank attorney, he manages a litigation budget of over \$1.5 million and leads a team of 8 attorneys and paralegals to ensure compliance with legislative and regulatory requirements in all 50 states. Juan also develops strategy and leads the team that responds to privacy events and issues impacting the safe operation of Financial Centers in more than 38 states.

In private and public sector roles, Juan has effectively collaborated with external parties. At the State of Maryland's Office of the Commissioner of Financial Regulation, where he managed 15 employees, Juan worked closely with the Maryland Mortgage Bankers Association and the Conference of State Banking Supervisors to address legislative and regulatory issues. At Bank of America, he partnered with the American Bankers Association, Maryland Bankers Association and Florida Bankers Association to formulate strategy for passage of legislative amendments to alleviate the bank's operational concerns.

Juan is committed to community service and has been recognized for his outstanding contributions and impact in the DC area legal community. In 2017, *El Tiempo Latino* (a Spanish-language newspaper) recognized him as one of the 100 most influential individuals for Latinos in DC, MD and VA. He is a recipient of awards from the Hispanic Bar Association of the District of Columbia, Maryland Hispanic Bar Association, and the American University, Washington College of Law. Juan also serves as a dedicated mentor with The Abrahamson Scholarship Foundation and as a member of Casa De Maryland *Mi Espacio* Leadership Council.

JUAN M. SEMPERTEGUI

EXPERIENCE

Bank of America, NA, Washington, D.C.

Assistant General Counsel & Senior Vice President, November 2016 - Present

- Supervise eight (8) attorneys and paralegals in the National Consumer Banking team to ensure compliance with over 1 million legal orders processed annually from courts in all 50 states, including receiverships, seizure warrants, TROs, subpoenas, and garnishments.
- Develop policies and procedures for the resolution of complaints from consumers, small businesses, state and federal regulatory agencies.
- Supervise outside counsel, with a budget of over \$1.5 million, and develop legal strategy to resolve consumer banking litigation, respond to privacy events, and address issues impacting the safe operation of financial centers in more than 38 states.
- Monitor and evaluate legislation in state legislatures on numerous consumer banking issues, including privacy, to determine legal risks and compliance concerns.
- Collaborate with Public Policy and Government Relations teams to pass legislation by working with various industry groups including the American Bankers Association, Maryland Bankers Association, and the Florida Bankers Association.
- Serve as lead counsel to senior management of Military Bank Overseas Division, providing guidance on products, leases, and compliance with court orders.

State of Maryland's Office of the Commissioner of Financial Regulation, Baltimore, MD

Director of Licensing, June 2013 – November 2016

- Oversaw the work of 15 employees that determined whether applicants from all 50 states met the legal requirements to be licensed as mortgage lenders/originators, money transmitters, collection agencies, check cashers, consumer lenders, installment lenders, sales finance and other non-depository entities.
- Developed policies and procedures for the processing of all license applications pursuant to the S.A.F.E. Act and other statutory requirements, including the evaluation of a company's financial strength, consumer contracts, and other consumer protection issues.
- Assisted with investigations of alleged licensee violations of regulated activities, such as advertising (UDAAP), lending (TILA), and debt collection (FDCPA).
- Implemented and managed outreach programs to financial entities and industry groups, including collection agencies, check cashers, Maryland Mortgage Bankers Association, and the Maryland Bankers Associations, to address concerns and communicate new licensing initiatives.
- Analyzed legislation to determine regulatory impact and recommended strategy for managing amendment process.
- Served as primary contact representing the State of Maryland with the Conference of State Bank Supervisors for various initiatives and projects.

Carr Maloney P.C., Washington, D.C.

Litigation Associate, September 2008 – June 2013

- Defended clients in legal malpractice claims brought under the Federal Debt Collection Practices Act and the Maryland Consumer Protection Act.
- Performed all motion practice and discovery activities, including depositions, issuing requests and resolving disputes.

Superior Court of the District of Columbia, Washington, D.C.

Law Clerk for the Honorable Maurice A. Ross, August 2007 – August 2008

- Drafted legal memoranda and recommended orders in civil cases involving contracts and commercial disputes.
- Assisted in managing court's calendar with over 300 cases.

Board of Governors of the Federal Reserve System, Washington, D.C.

Planning & Budget Analyst, February 2003 – August 2007

- Collaborated with division directors to formulate and execute a \$620 million budget.
- Served as lead analyst to implement Board-wide budgeting software.
- Prepared Quarterly and Annual Performance Reports.
- Assessed and consolidated Division and Board strategic and long-range plans.
- Analyzed equipment procurement contracts and proposals for capital projects.

PG&E National Energy Group, Inc., Bethesda, MD

Trading Planning Analyst, October 2001 – February 2003

- Collaborated with section managers to formulate and execute a \$24 million budget.
- Analyzed statistical data and reported operating results on a monthly and ad-hoc basis.
- Implemented annual budget and business plans based on financial and marketing analysis.

HealthExtras, Inc., Rockville, MD

Assistant Controller, October 1998 – October 2001

- Collaborated with auditors to prepare initial public offering (IPO).
- Prepared year-end and quarterly financial statements, 10-K & 10-Q.
- Managed accounts payable and supervised payroll, accounting and mail department staff.

United States Marine Corps Reserve, Washington, D.C.

Corporal, November 1992 – November 2000

- Received Honorable Discharge
- Assistant Squad Leader of 13 Marines.
- Earned Honor Graduate Award of Supply School.

E D U C A T I O N

American University, Washington College of Law, Juris Doctor, 2007

The Johns Hopkins University, Master's in Business Administration, 2003

University of Maryland, College Park, Bachelor of Science, 1998

M E M B E R S H I P S , B O A R D S & A W A R D S

- **State of Maryland and District of Columbia Bar Member**
- **Maria Sempertegui First-Gen Future Men Leadership Program** – Founder, 2018-21
- **Hispanic Bar Association of the District of Columbia** – 2019 Hispanic Attorney of the Year
- **Maryland Hispanic Bar Association** – 2014 Leadership Award
- ***El Tiempo Latino*** (a Spanish-language newspaper) – 2017 Power Meter Awardee (one of 100 most influential individuals for the Latino community in DC, MD and VA)
- **The Abrahamson Scholarship Foundation** – Mentor, 2019-21
- **Casa De Maryland *Mi Espacio* Leadership Council** – Member, 2019-21
- **Hispanic National Bar Association** – Chair, Corporate Counsel Division, 2019-21
- **American Bar Assoc., Business Law Section** – Chair, Banking Law Com. Journal, 2019-21

Jeri Ellen Sparling

[REDACTED]
[REDACTED]

PROFESSIONAL EXPERIENCE

Biden for President/Minnesota DFL

IA, VA & MN

Trip Director (IA & VA); Special Projects Director & Director of Senior Outreach (MN)

07/19-11/20

- Sketched travel schedules for Vice President Biden, Dr. Biden and surrogate trips throughout Iowa and Virginia;
- Wrote briefing documents for Vice President Biden, Dr. Biden and surrogate trips throughout Iowa, Virginia and Minnesota;
- Coordinated with all departments to facilitate the building of trips;
- Daily calls with the Vice President, Dr. Biden and surrogate scheduling teams;
- Weekly outreach with Minnesota seniors on phone banking, writing letters to the editor and weekly zoom meetings; and
- Traveled and staffed trips as needed.

Office of Congressman David Trone (D-MD)

Washington, DC

Director of Operations and Scheduling

01/19 – 07/19

- Maintained the Member's official schedule and related records;
- Prepared daily briefing books for the Member;
- Set up the scheduling process for a freshman office;
- Helped coordinate all Freshmen Working Group on Addiction meetings with member offices;
- Ordered all food, supplies and confirmed speakers for Freshmen Working Group on Addiction meetings;
- Served as Deputy to the Member when the Chief of Staff is unavailable; and
- Acted as liaison between the Member and other Members, the White House, government offices and agencies, and constituents.

House Appropriations Committee

Washington, DC

Executive Assistant to the Staff Director

03/17-01/19

- Assisted the Staff Director with all office needs and arranged all staff meetings;
- Scheduled all Democratic Member level meetings prior to floor action and arranged food and room setup;
- Prepared binders for hearings, markups and floor activity;
- Researched specific topics/issues for staff while prepping for hearings and/or markups; and
- Acted as liaison to associate staff on behalf of the Staff Director.

Iowa Democratic State Party/Hillary for America

Des Moines, IA

Trip Director

08/16-11/16

- Sketched travel schedules for national and internal surrogates;
- Coordinated with all departments to facilitate the building of surrogate travel;
- Acted as liaison dealing daily with Brooklyn on all surrogate travel;
- Ran daily conference calls with organizing staff on ongoing and future surrogate travel; and
- Traveled and staffed trips as needed.

Office of Congressman John K. Delaney (D-MD)

Washington, DC

Scheduler

03/13-08/16

- Maintained the Member's official schedule and related records;
- Acted as liaison between the Member and other Members, the White House, government offices and agencies, and constituents; and
- Advised Member on how to accomplish long term goals.

Association of American Railroads

Executive Assistant to the President

Washington, DC

01/11-03/13

- Maintained the President's daily schedule;
- Coordinated with Senior Vice Presidents on President's involvement at meetings and hearings;
- Managed all travel for the President and SVP Communications;
- Acted as liaison to Congress, AAR Committees, and Railroads on behalf of the President;
- Scheduled all Member and Cabinet-level meetings;
- Scheduled, planned and helped implement the annual Railroad Day on the Hill; and
- Scheduled all meetings and phone calls for the AAR Board of Directors.

Office of Congressman James L. Oberstar (D-MN)

Scheduler (2002 – 2011), Staff Assistant (1998-2002)

Washington, DC

08/98 – 01/11

- Maintained the Member's official schedule, travel plans, and related records;
- Prepared the daily schedule for the Member and distributed copies to the Member's Washington DC, District, and committee staff;
- Briefed the Member on all scheduling activities and made recommendations on future meetings and travel;
- Acted as liaison between the Member and other Members, committee staff, the White House, government offices and agencies, constituents, and other visitors to the Member's office;
- Scheduled and found locations for all large constituent group meetings;
- Scheduled and set up for all Member level meetings; and
- Assisted on planning Committee led CODELS.

CAMPAIGN EXPERIENCE

Senator Tina Smith

Assistant to Campaign Manager

Minnesota

10/18

- Helped plan, strategize and execute events to maximize turnout in the final weeks;
- Prepared daily call sheets for candidate; and
- Assisted in the final GOTV push.

Senator Al Franken

Surrogate Manager

Minnesota

10/14

- Helped schedule and plan large events with surrogates;
- Communicated with organizations, elected officials and other stakeholders on behalf of Senator Franken; and
- Provided support for surrogates while they were on the ground in Minnesota.

MN GOTV

Campaign Assistant

Minnesota

2004, 2006, 2008, 2010, 2012, 2018

- Coordinated campaign events and media appearances for Congressman Oberstar;
- Traveled with the Congressman to facilitate events; and
- Canvassed Congressional Districts by knocking on doors and other grassroots campaign activities encouraging voter registration and Election Day voting.

EDUCATION

Pine Technical College

Legal Secretary Diploma, Associate Degree

Pine City, MN

1997-1998

Cambridge Community College

General Studies

Cambridge, MN

1996-1997

Winona State University

General Studies

Winona, MN

1995-1996

TIFFANY TOWNSEND

Communications strategist with nearly two decades of experience working at the intersection of media, community relations, culture, and public affairs

EXPERIENCE

October 2018–Present

SVP, External Affairs, Brooklyn Navy Yard Development Corporation

- Lead External Affairs team as multidisciplinary group that handles marketing, public relations, government affairs, fundraising, exhibits and programs, and business support services
- Manage Navy Yard’s engagement strategies that support the nonprofit’s mission and prepare it to realize its Master Plan
- Serve as member of core team launching equity incubator aimed at Black-owned businesses

March 2018–September 2018

Special Advisor, New York City Council Speaker Corey Johnson

- Advised speaker of New York City Council, head of fifty-one-member legislative body responsible for city’s laws, budget, and land use regulations
- Handled issues including communication strategy, constituent outreach, and stakeholder engagement

August 2016–March 2018

Partner, Wander

- Partner in boutique travel, lifestyle, and hospitality communications firm
- Managed business development and oversaw client strategy for communications, community relations, and partnership
- Clients included The Reef 28 Hotel, United Nations International School, Brooklyn Historical Society, and Van Berkel

August 2016–October 2017

VP, Marketing & Communications, New York Wheel

- Developed go-to-market plan for world’s largest observation wheel – an integrated strategy that included partnerships, marketing, sales, and experiential activations
- Focused on maximizing resources, defining metrics, and generating revenue
- Directed media relations for construction process by creating compelling narrative promoting milestone achievements in larger storytelling effort about Staten Island tourism
- Directed strategy for Destination St. George coalition to promote tourism to Staten Island’s North Shore
- Advocated for transportation infrastructure expansion to support St. George’s economic growth in the areas of retail, entertainment, and arts and cultural development

July 2012–July 2016

Partner, Vine Communications

- Acted as partner for boutique public relations firm specializing in clientele across range of industries
- Managed business development and account management on communications, events, community relations, and partnerships
- Clients included New York Wheel, Millennium Broadway Hotel New York, Beach Park Brazil, Hasselblad, City of Amsterdam, and Tilles Center for Performing Arts

June 2007–July 2012

VP, Communications & Government Affairs, New York City & Company

- Achieved Mayor Bloomberg’s mandate to attract 50 million annual visitors to New York City by 2012; reached goal one year early by developing actionable, global campaigns, including NYC Restaurant Week, Fashion’s Night Out, and Broadway Week
- Created organization’s first government affairs team to manage policy and legislation issues influencing tourism industry and liaised with public sector partners at federal, state, and local levels
- Acted as spokesperson promoting New York City, including appearances on weekly, live NBC news segment
- Launched New York City’s first brand campaign, “This Is New York City,” in partnership with American Airlines and “Just Ask the Locals” celebrity brand ambassador campaign

January 2003–June 2007

Marketing Analyst & Public Information Officer, Port Authority of New York and New Jersey

January 2002–December 2002

Assistant Press Secretary, Office of the Governor (State of New Jersey)

January 2001–January 2002

Public Affairs Officer, United States Mission to the United Nations

EDUCATION

- MS, Strategic Communications, Columbia University
- Professional Certificate, Public Relations, New York University
- BA, International Affairs, The George Washington University

LEADERSHIP, VOLUNTEERING, AND SKILLS

- Manhattan Commissioner, New York City Board of Elections (2019–Present)
- District Leader, New York State’s 74th Assembly District (2015–Present)
- Visiting Assistant Professor, Design Management, Pratt Institute (2015–Present)
- Advisor, Bizly Mobile App (2015–2016)
- Spanish (working proficiency)

JULIE C. VERRATTI

EDUCATION

The George Washington University Law School **Graduated 2010**
Juris Doctor, Active member of California Bar as of December 2010 (Bar#272529) **Washington, DC**

- Concentrated coursework in business, political, and tax law
- Lambda Law Vice President of Political Affairs 2008-2009 (LGBT student group)

Brandeis University **Graduated 2004**
Bachelor of Arts in Politics, Philosophy, and History; minor Economics, May 2004 **Waltham, MA**

- Dean's List
- Women's varsity soccer player and club lacrosse player
- All-UAA Academic Award for Varsity Athletes (Top 10% of GPAs for all Varsity Athletes in conference)

Montgomery College **1999 – 2001**
Student **Rockville, MD**

- Dean's List
- Women's varsity soccer and varsity tennis player (National Champions in 2001 for tennis)
- Female Student Athlete of the Year, 2000 and 2001 (Female student with highest GPA amongst all Varsity Athletes)

BUSINESS EXPERIENCE

Denizens Brewing Company **2013 – present**
Owner, Founder, and Chief Brand Officer **Silver Spring, MD**

- Founded and grew the company from an idea to a \$4 million revenue enterprise with 40 plus employees
- Advocated and changed legislation to create a brand-new business model in the state of Maryland, which included manufacturing, retail, and wholesale
- Became the largest manufacturing brewery in Prince George's County MD
- Created award winning beers nationally and state wide
- Oversaw growth to a second large scale manufacturing facility with year over year double digit revenue increases
- Oversee all sales, strategic partnerships, and business development
- Manage a budget of \$4 million annually
- Manage all licensing, permitting, and tax matters
- Maintain and build community and business relationships federally, regionally, and locally
- Manage all marketing, advocacy, and press relations
- Multiple national and regional volunteer leadership positions within the U.S. beer industry

GOVERNMENT & LEGAL EXPERIENCE

U. S. Small Business Administration, Office of Field Operations, Office of Women's Business Ownership **2010 – 2015**
Program Analyst / Senior Advisor/Presidential Management Fellow **Washington, DC**

- Directly advised the Administrator on economic policies focused on stimulating small business growth
- Primary projects included overseeing the implementation of the Affordable Care Act and its effect on small business, rural economic development programs through the Delta Regional Authority, and entrepreneurial training for transitioning service members through DOD/SBA initiative Boots to Business
- Represented the SBA at various public forums and high-level intergovernmental meetings

U.S. Senate Small Business & Entrepreneurship Committee **March – July 2011**
Legislative Aide/Research Analyst **Washington, DC**

- Drafted legislation relating to Tax and Small Business matters
- Negotiated votes on key legislation with senior Senate staff of both the majority and minority parties

- Prepared Chairwoman Mary L. Landrieu for hearings, roundtables, floor speeches, and votes by advising on stakeholder positions, drafting position documents, and writing talking points
- Organized committee roundtable involving 10 witnesses

GW Law Small Business and Community Economic Development Clinic
Legal Fellow

Winter/Spring 2010
Washington, DC

- Represented multiple clients on a range of small business legal issues, including drafting articles of incorporation, creating business entities such as LLCs, S Corporations, and Non-Profit 501(c)(3)s, drafting by-laws, researching and advising on Trademark law, and aiding with tax provisions

Dickstein Shapiro, LLP
Summer Associate

Summer 2009
Washington, DC

- Conducted research for Government Law & Strategy, Insurance, and Anti-Trust & Dispute Resolution groups
- Significant projects included drafting: a Fair Credit Reporting Act memo, New York state court insurance dispute complaint, legal and political analysis of a bill proposing public financing of Senate elections, and a client's will

Human Rights Campaign
McCleary Law Fellow

Fall/Winter 2008
Washington, DC

- Conducted legal research and wrote on state and federal campaign finance and election laws
- Conducted research to answer legal questions on state PAC compliance laws for multiple states in the fast-paced environment of the 2008 election season
- Directed review of the Oct 2008 Supreme Court term to determine impact of decisions on LGBT constituencies and drafted policy recommendations accordingly

CAMPAIGN MANAGEMENT EXPERIENCE

Marriage Equality Campaigns
Political Consultant

August 2005 – October 2012
Nation-wide

- **MassEquality Canvass Director & Assistant Field Director:** Designed field organizing and canvass program, which became a national model for marriage equality campaigns; advised on legislative races in Massachusetts resulting in a 100% seat retention rate through 2 cycles; developed advocacy messaging and communications strategy for the media and public; directed constituent-based grassroots & grasstops lobbying strategies in 50 diverse legislative districts; ensured compliance with 501(c)3, 501(c)4, and PAC laws; solidified permanent civil rights for LGBT people
- **EqualityMaryland Grassroots Outreach Director:** established and implemented organization's first direct constituent lobbying strategy, including all communications and messaging to elected officials, resulting in multiple legislative wins over one legislative cycle
- **Various consulting capacities in other states:** CT, NH, ME, NY, MD, DC, WA, CA, NJ, CO, VT, & RI

Grassroots Campaigns, Inc.

May 2004 – August 2005

National Recruiter/Trainer and Canvass Director

Boston, MA, West Palm Beach, FL, and New York, NY

- Directed an office with 100 direct report employees and 1,000 volunteers
- Oversaw budgets of \$100,000
- Served as lead organizer/trainer for "Leave No Voter Behind Campaign" in West Palm Beach, FL
- Led daily public speaking events with crowds of up to 1,000 people
- Raised over \$1MM for electoral and issue-based campaigns, including the 2004 DNC campaign
- Recruited and trained senior-level staff on campaign management and public speaking skills

MEMBERSHIPS AND LEADERSHIP ACTIVITIES

Brewers Association
Board of Directors

February 2018 – present day
Boulder, CO

- Serve as an elected representative to the Board of Directors of the largest trade organization for craft breweries in the USA representing 8,000 member companies and 160,000 jobs

- Oversee and approve budgets of more than \$20 million annually
- Serve as the Chair of the Diversity, Equity, and Inclusion committee which has more than 30 active members/volunteers
- Serve on the Political Action Committee, which manages a budget of more than \$200,000, directs campaign contributions, and conducts grassroots lobbying on the federal level

Brewers Association of Maryland

January 2018 – present day

Vice President, Board of Directors

Maryland

- Serve as an elected representative to the Board of Directors to the largest and only trade organization for craft breweries in the state of Maryland, representing 140 member companies, and over 10,000 jobs
- Oversee and approve budgets of \$150,000 annually

Greater Silver Spring Chamber of Commerce

March 2017 – present day

Member of the Government Affairs Committee

Silver Spring, MD

- Serve on the Government Affairs committee
- Help draft policy positions and advocate for the more than 500 member businesses on the local and state level

Montgomery County Chamber of Commerce

2015 – 2016

Board of Directors

Montgomery County, MD

- Appointed member of the Board of Directors as a small business Strategic Partner, representing more than 800 member companies
- Oversaw and approved budgets of more than \$5 million annually
- Represented the chamber through advocacy on the federal, state, and local level

Montgomery County Food Council

2016 – 2018

Board of Directors

Montgomery County, MD

- Appointed member of the Board of Directors, representing all food and beverage focused companies and nonprofits in Montgomery County, MD
- Chair of the Economic Committee
- Developed and implemented the MoCo Food Guide, which comes out every year listing all food and beverage companies based in Montgomery County to increase supply chain purchases locally. This guide grew more than 300% YOY.
- Developed and implemented the MoCo Made initiative, which is the lead public-private partnership that advocates and markets for food and beverage businesses based in Montgomery County

RECOGNITIONS, AWARDS, AND OTHER ACTIVITIES

- Named the 2015 Spirit of Free Enterprise Awardee by the Montgomery County Chamber of Commerce
- Named the 2019 Small Business Advocate of the Year by the Montgomery County Chamber of Commerce
- Named to the “Top 40 Under 40” business leaders in 2016 by the Washington Business Journal
- Testified before the U.S. Congress, the U.S. Senate, Maryland State Senate, Maryland House of Delegates, Washington, DC City Council, and Montgomery County Maryland County Council on small business matters
- Many radio and print features including NPR, BBC World Service, Time Magazine, Forbes, Food and Wine Magazine, Washington Business Journal, The Hill, and The Washington Post
- Candidate for Lieutenant Governor of Maryland in the 2018 Democratic Primary
- One of 20 business leaders who Served on the Maryland Reform on Tap Taskforce in 2018 analyzing business regulations and making recommendations to the Maryland state legislature and executive branch on how to grow the economy
- Active in various recreational soccer leagues and avid motorcyclist

MS. KEVIN WHEELER

SUMMARY OF QUALIFICATIONS

- 20+ years of experience in the U.S. Senate, mostly as a senior policy advisor for small business, innovation, research and development
- Worked for seven U.S. Senators: Ben Cardin, Jeanne Shaheen, Maria Cantwell, Mary Landrieu, John Kerry, Bob Krueger and Lloyd Bentsen
- Key role in managing and leading small business rescue legislation for COVID-19, the 2008 Financial Collapse, and the 9/11 Terrorist Attacks
- Expertise in the legislative process, including budget, appropriations and authorizing committees
- Extensive experience drafting bipartisan legislation, negotiating bills, developing strategies to enact legislation and increase appropriations
- Focused on making small business programs more diverse
- Adept at building legislative and advocate coalitions and working constructively across the aisle
- Excellent track record of identifying talented staff to hire
- Experience managing up to 20, staff or contractors, meeting all legislative goals or new product development

PROFESSIONAL EXPERIENCE

U.S. Senate Committee on Small Business & Entrepreneurship, Washington, DC

| | |
|---|-----------------------------------|
| <i>Deputy Democratic Staff Director</i> for Senator Ben Cardin (D-MD) | FEB 6, 2018 – PRESENT |
| <i>Deputy Democratic Staff Director</i> for Senator Jeanne Shaheen (D-NH) | APR 14, 2015 – FEB 6, 2018 |
| <i>Deputy Democratic Staff Director</i> for Senator Ben Cardin (D-MD) | JAN 3, 2015 – APR 14, 2015 |
| <i>Deputy Democratic Staff Director</i> for Senator Maria Cantwell (D-WA) | FEB 12, 2014 – JAN 3, 2015 |

Serve(d) as senior policy advisor to develop legislation that fosters the startup and growth of small businesses, mostly through programs at the U.S. Small Business Administration (SBA).

Major responsibilities include(d):

- COVID-19 recovery, including the Paycheck Protection Program and Debt Relief Program.
- SBA's core finance programs that support more than \$30 billion annually in long-term loans and investment capital to small businesses.
- The federal government's largest small business research and development programs - Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs - which provide small, high-technology firms with more than \$3 billion annually in non-dilutive capital to develop innovations for 11 agencies, from the Department of Defense and the National Institutes of Health to the Department of Agriculture and the National Aeronautics and Space Administration (NASA).
- Providing advice on Committee rules, bill negotiations, staff transitions, and legislative history based on institutional knowledge and organizational memory of what has been effective or ineffective.
- Developing policies, and drafting and negotiating legislation.
- Leading and overseeing staff during the development of research projects and reports for the Committee.

Accomplishments

- Played a key leadership role in drafting and negotiating nearly \$1 trillion in small business COVID-19 rescue and recovery legislation, on behalf of Ranking Member Cardin. Legislation included the Paycheck Protection

Program-related bills and amendments, such as the first bill to provide for a second round of PPP funding (S. 4014), the “HEROES Small Business Lifeline Act” (S.4818), and the “Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act” (H.R. 133). Partnered with Senator Coons’ staff on developing the Debt Relief program, with Senator Duckworth’s staff on the Microloan Improvements, and with Chairwoman Velazquez’s staff on the ARRA-like enhancements to SBA’s core lending programs.

- Developed and negotiated the *Closing the Credit Gap Act* in order to increase the participation of women, minorities and veterans in SBA’s largest small business loan program, and built a coalition of 45 supporters, including the American Legion and the Association for Enterprise Opportunity, on behalf of Ranking Member Cardin.
- Drafted the legislation and led the effort for Congress to act early to reauthorize the federal government’s largest research and development programs for small businesses on behalf of Ranking Member Shaheen.
- Collaborated with colleagues and Women Impacting Public Policy on a three-month project to research the status of access to capital for women-owned small businesses. Helped develop a detailed report and comprehensive set of initiatives to help women-owned businesses on behalf of Ranking Member Cantwell.
- Collaborated with Ranking Member Risch’s staff in FY2014, on behalf of Chairwoman Cantwell, to prevent SBA’s largest loan guaranty program from shutting down (lead a similar effort for FY2015 with Senator Risch’s staff on behalf of Ranking Member Shaheen).
- Blocked Committee passage/reporting of a controversial resolution designed to circumvent the Committee of Jurisdiction, the Committee on Environmental and Public Works, and undermine the U.S. Environmental Protection Agency’s rule on the Waters of the United States under the Clean Water Act.
- Led effort to increase the program level for single fund Small Business Investment Companies, and developed a pilot program at the Department of Defense to accelerate SBIR and STTR awards on behalf of Senator Cardin.

Deputy Democratic Staff Director for Senator Mary L. Landrieu (D-LA)

JAN 2, 2009 – FEB 12, 2014

- Served as second-in-command and as one of the Committee’s senior policy and political advisors.
- Collaborated with the staff director on negotiations for the office budget, staff, and space.
- Assisted staff from other offices with strategy to place and clear amendments related to small business.
- Developed policies and recommendations for Small Business Administration (SBA) programs.

Accomplishments

- Managed the Committee’s efforts to enact the *American Recovery and Reinvestment Act of 2009* (ARRA), and drafted the small business finance portion of that law (P.L. 111-5).
- Worked with the appropriators, the Administration, policy staff and industry to enact and continue three of five extensions of the ARRA SBA provisions to continue funding for the key SBA finance programs and to continue higher guaranties for lenders and lower fees for borrowers (P.L. 111-118; P.L. 111-144; and P.L. 111-150).
- Collaborated with Senate leadership and other key committees on the Small Business Committee’s efforts to draft and pass the *Small Business Jobs Act* (P.L.111-240).
- Led the Committee’s efforts to pass a comprehensive, six-year reauthorization of the Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs (P.L. 112-81) by:
 - Partnering with Ranking Member Snowe’s staff to develop a compromise between divided business groups to comprehensively reauthorize programs after nearly six years of disagreement
 - Developing a creative strategy to attach the Senate’s SBIR/STTR reauthorization bill to the *National Defense Authorization Act for Fiscal Year 2012* during Senate consideration
 - Securing a final compromise with the House, which resulted in the legislation being enacted in Dec. 2011

Acting Democratic Staff Director for Senator Mary L. Landrieu (D-LA)

OCT 1, 2011– MAR 31, 2012

This was a temporary assignment when the permanent director was on extended military leave. During that time, I had the following responsibilities:

- Led staff in the development and implementation of all policy objectives, strategies and operating plan

- Acted as the Senator's principal liaison with small business constituents and interest group
- Supervised and managed daily operations of nearly 20 staff, setting administrative goals and desired outcomes
- Managed staff in the completion of Senator Landrieu's top priorities for 2011:
 - Enactment of the *SBIR/STTR Reauthorization Act of 2011* (P.L. 112-81)
 - Confirmation of Dr. Winslow Sargeant as Chief Counsel for the SBA's Office of Advocacy
 - Elimination of an inherited backlog of more than 1,000 letters in less than six weeks

Deputy Democratic Staff Director for Senator John F. Kerry (D-MA)
Professional Staff for Senator John F. Kerry (D-MA)

FEB 16, 2005 – JAN 21, 2009
May 15, 1998 – FEB 15, 2005

- Advised Senator Kerry on the SBA's business counseling and finance programs, including microloan and venture capital programs, the SBIR and STTR programs, and the SBA's budget and appropriations.
- Worked closely with the staff director on hiring decisions, promotions, personnel issues, and negotiations with the Republican staff on budget, staff, and office space.
- Established and maintained the Committee's agenda and priorities.
- Drafted legislation and wrote committee reports, floor statements, and remarks for the Congressional Record.
- Maintained relationships with trade associations, including the National Assoc. of Government Guaranteed Lenders for SBA 7(a) lenders, the Independent Community Bankers of America, the U.S. Chamber of Commerce, Assoc. of Small Business Development Centers, and the Assoc. of Women's Business Centers.
- Developed strategies for getting bills under the Committee's jurisdiction enacted by building outside supporters and large coalitions of bipartisan co-sponsors.

Accomplishments

- Led Senator Kerry's efforts to enact emergency legislation to help small businesses hurt by the Terrorist Attacks of 9/11 (P.L. 107-117) and to establish the Military Reservist Economic Injury Disaster Loan program (P.L. 106-50), designed to assist military reservists who own a small business and must leave when called to duty.
- Worked with governors and Republican staff to enact the *Small Business Drought Relief Act* (P.L. 109-163) to ensure the eligibility of SBA disaster loans for non-farm small businesses harmed by drought.
- Served as lead staffer on legislation to implement the New Markets Venture Capital program (P.L. 106-554), an innovative program to invest venture capital in areas with chronic unemployment.
- Led numerous victories to restore proposed budget cuts to the SBA's core small business programs, and passed legislation to create Sustainability Grants for Women's Business Centers.

ADDITIONAL WORK EXPERIENCE

Business New Haven Magazine

JAN 9, 1995 – JAN 30, 1998

Assistant Editor/Writer/Editorial Assistant, New Haven, CT

- Worked with the editor and publisher to set editorial content and layout; managed all special issues which tripled regular content and increased company revenues
- Assigned articles and helped manage approximately two dozen contributing writers and photographers
- Edited stories and wrote features, company profiles, and news briefs
- **Hours worked – Typically 20 hours weekly for six months, and at least 40 hours for the remainder**

Gubernatorial Campaign - Bill Curry (D-CT)

APR 4, 1994-OCT 3, 1994

Policy Advisor - Research Staff, Hartford, CT

- Developed proposals from crime and property tax reduction to economic development; reviewed the impact of unfunded mandates on municipalities; wrote mission statements and memos, worked the field
- **Hours worked – Typically 40 hours**

Yale University Art Gallery

JAN 3, 1994- APR 1, 1994

European and Contemporary Art, Temporary Assistant, New Haven, CT

- Helped curator with correspondence, donor meetings regarding their collections, planning sessions with other curators, and meetings with the conservator to discuss restoration and works in storage
- **Hours worked – Typically 40 hours**

U.S. Senate - Senator Bob Krueger (D-TX)

FEB 4, 1993-JUL 13, 1993

Research Asst/Junior Legislative Assistant, Washington, DC

- Focused on judiciary, education, and budget issues, plus Krueger’s priority, the first federal anti-stalking law
- **Hours worked – Anywhere from 45 to 60 plus hours weekly**

U.S. Senate - Senator Lloyd Bentsen (D-TX)

APR 2, 1990- FEB 3, 1993

Research Asst/Correspondent/Staff Asst, Washington, DC

- Tracked issues and legislation regarding civil rights, education, immigration, judiciary, and the federal budget
- **Hours worked – Anywhere from 40 to 60 plus hours weekly**

VOLUNTEER EXPERIENCE

Dumbarton Oaks

MAR 3 2012 –DEC 6, 2014

Garden Volunteer, Washington, DC

- Maintained 16 acres of landscaped gardens in Georgetown donated in 1940 from the Bliss family to Harvard

Hyde-Addison Elementary School

NOV 1, 2012 & NOV 1, 2013

Fall Fest Chair, Washington, DC,

- Organized and managed a half day of activities for 320 pre-K to fifth grade students on an \$800 budget

EDUCATION

University of Houston, Houston, TX

DEC 1989

Bachelor of Arts. Major: French, Minor: Sociology

Sorbonne University and Alliance Française, Paris, France

SEP 1986 – MAY 1987

Intensive French Language Classes

University of Houston, Madrid, Spain

JUN 1989

Intensive Spanish Language Classes

FOREIGN LANGUAGES

Conversational French

Conversational Spanish

REFERENCES

[Redacted Reference]

[Redacted Reference]

[Redacted Reference]

J. Taylor Wright

EDUCATION

University of South Carolina | Honors College

Columbia, SC

Bachelor of Science in Public Health

May 2019

- **Magna Cum Laude** | GPA: 3.77
- **Coursework:** Economics; Statistics; Community Health Problems; Basic Proficiency in Spanish; Psychology; Epidemiology

Harvard Kennedy School

Cambridge, MA

Public Policy & Leadership Conference

March 2017

- Selected as one of 50 students nationally to attend the annual conference designed to inspire talented, driven and diverse undergraduate students to pursue careers in public service, participating in policy workshops and lectures on various topics

PROFESSIONAL EXPERIENCE

Director of Policy & Programs | Office of the Mayor, City of Columbia

June 2019-Present

Lead policy and program initiatives, and guide written and verbal communication efforts, in the Office of Mayor Stephen K. Benjamin

- Coordinate internal and grassroots strategy for policy initiatives including health, sustainability, and anti-poverty campaigns
- Serve as the mayor's liaison to local and national organizations, cultivating relationships and compiling best practices
- Oversee \$800,000 office budget, establishing efficiencies during budget reductions and routinely preparing budget reports

Student Body President | University of South Carolina

April 2018-April 2019

Elected with the most votes in university history, oversaw 250K budget, led development & training of a 264-member organization

- Spearheaded creation of the South Carolina Student Collaborative, a group representing 105,000 students across the state
- Executed efforts to improve mental health concerns including online counseling appointments & Stigma Free USC campaign
- Recommend action while serving on the Board of Trustees overseeing \$1.6B budget, as the representative for 50,000 students

Founder & Executive Director | Carolina Health Outreach

November 2016-February 2018

Created a student organization focused on improving the health of South Carolinians and exposing students to the healthcare field

- Aided in developing the "Holy Stroke" initiative alongside Palmetto Health Hospital and the American Heart Association
- Directed a team of 80 students in healthcare projects including statehouse lobbying and church health screenings and forums

Consultant Intern | Resource Partners Consulting, LLC

May 2015 – January 2017

Diagnosed workflow efficiency concerns and improved technology of medical facilities in South Carolina & Washington, DC

- Collaborated with a team in the creation of 5 patient-centered medical home practices in Washington, DC
- Trained 18 medical professionals during the implementation of electronic medical record templates

LEADERSHIP EXPERIENCES

University & Presidential Ambassador | University of South Carolina Visitors Center

September 2016-May 2019

Selected to represent and promote the university as a spokesperson for the history, opportunities, attributes, benefits, and services

- Facilitated over 50 campus tours to prospective students, their families, and other visitors
- Communicate information in a professional yet personal way with visitors, campus partners, fellow ambassadors, and staff

Deputy Director | UofSC Flood Relief/Columbia Relief

August 2016-September 2017

Organized volunteer flood relief efforts at the University of South Carolina and City of Columbia

- Orchestrated the placement of 1,369 volunteers across 40 sites around the city for a total of 5,015 hours of service
- Coordinated with the Office of the Mayor, Red Cross, United Way, Alumni Association, and other charitable organizations.

Chief of Staff | Lead the Way

May 2016-October 2016

Coordinated the second largest voter registration and education campaign on a college campus in 2016

- Executed successful voter registration drives across campus as well as at Clemson University, registering 5,834 students
- Facilitated a six-part forum series, featuring guest speakers from around the country, to educate students on political issues

SKILLS AND INTERESTS

Skills: Project Management; Written Communications; Consensus Building; Strategic Planning; Social Media

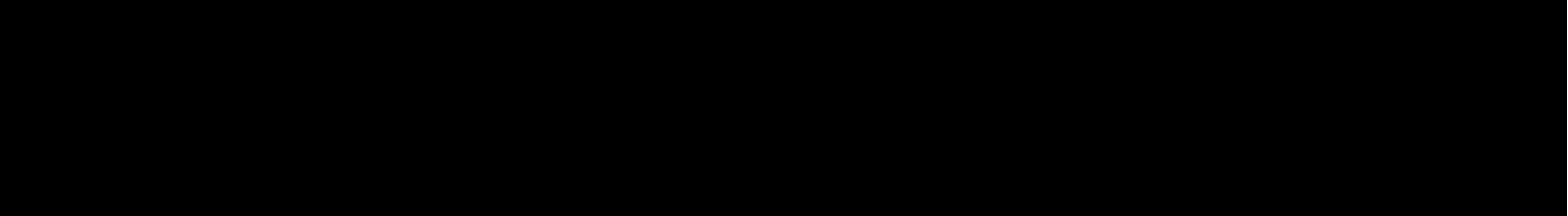
Interests: Community Development; Inclusion & Equity; Health Disparity Prevention Strategy, Civic Engagement; Travel

Awards: MOJA Rising Star Award; UofSC President's Award; UofSC Outstanding Senior Award

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|--|---|--|---------------------|---|---|--------------------------------|-----------------------|--|--------------------|--|
| 1. Name (Last, First, Middle) HARDGE JR, PRESTON E | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/20/2021 | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 05/19/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code Y9K | | 5-D. Legal Authority SCH C 213.3302(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number LEGISLATIVE POLICY ADVISOR SBGS0042 SCH136 | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | |
| GS | | 0301 | | 12 | | 01 | | 87,198.00 | | PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | |
| .00 | | .00 | | .00 | | .00 | | 66,829.00 | | 20,369.00 | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CONGR & LEGIS AFFAIRS | | | | | |
| | | | | | | SB 312300000000000000 PP 02 2021 | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|--|-----|--|-----|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | E - Exempt N - Nonexempt | | | | | 8888 | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |

45. Remarks
 APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021
 WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | | | 48. Personnel Office ID 1826 | | 49. Approval Date 01/28/2021 |
| | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | |

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

Accordingly, as a condition, and in consideration, of my employment in the United States Government in a position invested with the public trust, I commit myself to the following obligations, which I understand are binding on me and are enforceable under law:

1. *Lobbyist Gift Ban.* I will not accept gifts from registered lobbyists or lobbying organizations for the duration of my service as an appointee.
2. *Revolving Door Ban — All Appointees Entering Government.* I will not for a period of 2 years from the date of my appointment participate in any particular matter involving specific parties that is directly and substantially related to my former employer or former clients, including regulations and contracts.
3. *Revolving Door Ban — Lobbyists and Registered Agents Entering Government.* If I was registered under the Lobbying Disclosure Act, 2 U.S.C. 1601 *et seq.*, or the Foreign Agents Registration Act (FARA), 22 U.S.C. 611 *et seq.*, within the 2 years before the date of my appointment, in addition to abiding by the limitations of paragraph 2, I will not for a period of 2 years after the date of my appointment:
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 - (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.
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6. *Revolving Door Ban — Appointees Leaving Government to Lobby.* In addition to abiding by the limitations of paragraph 4, I also agree, upon leaving Government service, not to lobby any covered executive branch official or non-career Senior Executive Service appointee, or engage in any activity on behalf of any foreign government or foreign political party which, were it undertaken on January 20, 2021, would require that I register under FARA, for the remainder of the Administration or 2 years following the end of my appointment, whichever is later.
7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.
8. *Employment Qualification Commitment.* I agree that any hiring or other employment decisions I make will be based on the candidate's qualifications, competence, and experience.
9. *Assent to Enforcement.* I acknowledge that the Executive Order entitled "Ethics Commitments by Executive Branch Personnel," issued by the President on January 20, 2021, which I have read before signing this document, defines certain of the terms applicable to the foregoing obligations and sets forth the methods for enforcing them. I expressly accept the provisions of that Executive Order as a part of this agreement and as binding on me. I understand that the terms of this pledge are in addition to any statutory or other legal restrictions applicable to me by virtue of Federal Government service.

(b) (6)

Signature

Date

Name (Type or Print):

Willie HarriFord

Jan, 24th, 2021

ETHICS PLEDGE

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(b) (6)

Signature

Name (Type or Print): Michael Roth

1/24/2021

Date

.20

ETHICS PLEDGE

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(b) (6)

Signature

1/24 _____, 2021
Date

Name (Type or Print): Ann Lewis

ETHICS PLEDGE

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(b) (6)

Signature

January 24th, 2021
Date

Name (Type or Print): Nicola Montagna

ETHICS PLEDGE

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(b) (6)

January 25, 2021
Date

Name (Type or Print): Preston Hargreaves Jr.

ETHICS PLEDGE

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(b) (6)

1-20, 2021
Date

Name (Type or Print): Cynthia Jasso-Rotunno

ETHICS PLEDGE

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(b) (6)

Signature

Name (Type or Print):

Arthur Plews

Date

January 27th 2021

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

February 16, 2021

Date

Name (Type or Print): Beatrice M. Hidalgo

ETHICS PLEDGE

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b (6)

February 16, 2021
Date

Name (Type or Print): Han D Nguyen

ETHICS PLEDGE

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b (6)

February 16, 2021
Date

Name (Type or Print): Mark L. Madrid

ETHICS PLEDGE

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b (6)

February 15, 2021
Date

Name (Type or Print): Peggy Delinois Hamilton

ETHICS PLEDGE

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b (6)

3/1, 2021
Date

Name (Type or Print): Shea Martinson

ETHICS PLEDGE

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2. *Revolving Door Ban - All Appointees Entering Government.* I will not for a period of 2 years from the date of my appointment participate in any particular matter involving specific parties that is directly and substantially related to my former employer or former clients, including regulations and contracts.
3. *Revolving Door Ban - Lobbyists and Registered Agents Entering Government.* If I was registered under the Lobbying Disclosure Act, 2 U.S.C. 1601 *et seq.*, or the Foreign Agents Registration Act (FARA), 22 U.S.C. 611 *et seq.*, within the 2 years before the date of my appointment, in addition to abiding by the limitations of paragraph 2, I will not for a period of 2 years after the date of my appointment:
 - (a) participate in any particular matter on which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment;
 - (b) participate in the specific issue area in which that particular matter falls; or
 - (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.
4. *Revolving Door Ban - Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.
5. *Revolving Door Ban - Senior and Very Senior Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions set forth in sections 207(c) or 207(d) of title 18, United States Code, and those sections' implementing regulations, I agree that, in addition, for a period of 1 year following the end of my appointment, I will not materially assist others in making communications or appearances that I am prohibited from undertaking myself by (a) holding myself out as being available to engage in lobbying activities in support of any such communications or appearances; or (b) engaging in any such lobbying activities.
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b (6)

March 1, 2021
Date

Name (Type or Print): Isabelle James

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

3/3, 2020
Date

Name (Type or Print): John Patrick Kelley

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

03 / 01 / 2021

_____, 20 ____
Date

Natalie Madeira Cofield

Name (Type or Print): _____

ETHICS PLEDGE

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b (6)

March 1, 2021
Date

Name (Type or Print): JULIE C. VERRATTI

ETHICS PLEDGE

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b (6)

3-1-2021
Date

Name (Type or Print): Kevin Wheeler

ETHICS PLEDGE

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b (6)

Date 3/16 2021

Name (Type or Print) Isabella Casillas Guzman

ETHICS PLEDGE

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b (6)

June 6, 2021
Date

Name (Type or Print): Kathryn Frost

ETHICS PLEDGE

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 - (a) participate in any particular matter on which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment;
 - (b) participate in the specific issue area in which that particular matter falls; or
 - (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.
4. *Revolving Door Ban — Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.
5. *Revolving Door Ban — Senior and Very Senior Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions set forth in sections 207(c) or 207(d) of title 18, United States Code, and those sections' implementing regulations, I agree that, in addition, for a period of 1 year following the end of my appointment, I will not materially assist others in making communications or appearances that I am prohibited from undertaking myself by (a) holding myself out as being available to engage in lobbying activities in support of any such communications or appearances; or (b) engaging in any such lobbying activities.
6. *Revolving Door Ban — Appointees Leaving Government to Lobby.* In addition to abiding by the limitations of paragraph 4, I also agree, upon leaving Government service, not to lobby any covered executive branch official or non-career Senior Executive Service appointee, or engage in any activity on behalf of any foreign government or foreign political party which, were it undertaken on January 20, 2021, would require that I register under FARA, for the remainder of the Administration or 2 years following the end of my appointment, whichever is later.
7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.
8. *Employment Qualification Commitment.* I agree that any hiring or other employment decisions I make will be based on the candidate's qualifications, competence, and experience.
9. *Assent to Enforcement.* I acknowledge that the Executive Order entitled "Ethics Commitments by Executive Branch Personnel," issued by the President on January 20, 2021, which I have read before signing this document, defines certain of the terms applicable to the foregoing obligations and sets forth the methods for enforcing them. I expressly accept the provisions of that Executive Order as a part of this agreement and as binding on me. I understand that the terms of this pledge are in addition to any statutory or other legal restrictions applicable to me by virtue of Federal Government service.

b (6)

April 1, 2021
Date

Name (Type or Print): Antwaun Griffin

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

Accordingly, as a condition, and in consideration, of my employment in the United States Government in a position invested with the public trust, I commit myself to the following obligations, which I understand are binding on me and are enforceable under law:

1. *Lobbyist Gift Ban.* I will not accept gifts from registered lobbyists or lobbying organizations for the duration of my service as an appointee.

2. *Revolving Door Ban — All Appointees Entering Government.* I will not for a period of 2 years from the date of my appointment participate in any particular matter involving specific parties that is directly and substantially related to my former employer or former clients, including regulations and contracts.

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(a) participate in any particular matter on which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment;

(b) participate in the specific issue area in which that particular matter falls; or

(c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.

4. *Revolving Door Ban — Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.

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7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.

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b (6)

4-11-21, 2021
Date

Name (Type or Print): Kendall L. Corley

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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 - (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.
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b (6)

4/19/2021
Date

Name (Type or Print): DIEDRA HENRY-SPERES

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

04/26 .20 21
Date

Name (Type or Print): Tate Mitchell

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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 - (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.
4. *Revolving Door Ban - Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.
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b (6)

5/10/2021

_____, 20____
Date

Jeri E. Sparling

Name (Type or Print): _____

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices or post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

Date

May 24 20 21

Name (Type or Print)

Treasure W. Clark

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

June 1, 2021
Date

Name (Type or Print): Veronica Pugin

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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- (b) participate in the specific issue area in which that particular matter falls; or
- (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.

4. *Revolving Door Ban — Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.

5. *Revolving Door Ban — Senior and Very Senior Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions set forth in sections 207(c) or 207(d) of title 18, United States Code, and those sections' implementing regulations, I agree that, in addition, for a period of 1 year following the end of my appointment, I will not materially assist others in making communications or appearances that I am prohibited from undertaking myself by (a) holding myself out as being available to engage in lobbying activities in support of any such communications or appearances; or (b) engaging in any such lobbying activities.

6. *Revolving Door Ban — Appointees Leaving Government to Lobby.* In addition to abiding by the limitations of paragraph 4, I also agree, upon leaving Government service, not to lobby any covered executive branch official or non-career Senior Executive Service appointee, or engage in any activity on behalf of any foreign government or foreign political party which, were it undertaken on January 20, 2021, would require that I register under FARA, for the remainder of the Administration or 2 years following the end of my appointment, whichever is later.

7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.

8. *Employment Qualification Commitment.* I agree that any hiring or other employment decisions I make will be based on the candidate's qualifications, competence, and experience.

9. *Assent to Enforcement.* I acknowledge that the Executive Order entitled "Ethics Commitments by Executive Branch Personnel," issued by the President on January 20, 2021, which I have read before signing this document, defines certain of the terms applicable to the foregoing obligations and sets forth the methods for enforcing them. I expressly accept the provisions of that Executive Order as a part of this agreement and as binding on me. I understand that the terms of this pledge are in addition to any statutory or other

b (6)

May 24th 2021
Date

Name (Type or Print):

RAJESH EADDY

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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3. *Revolving Door Ban — Lobbyists and Registered Agents Entering Government.* If I was registered under the Lobbying Disclosure Act, 2 U.S.C. 1601 *et seq.*, or the Foreign Agents Registration Act (FARA), 22 U.S.C. 611 *et seq.*, within the 2 years before the date of my appointment, in addition to abiding by the limitations of paragraph 2, I will not for a period of 2 years after the date of my appointment:
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b (6)

JUNE 6, 2021
Date

Name (Type or Print):

Emilie K Surrusco

ETHICS PLEDGE

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b (6)

6/21, 2021
Date

Name (Type or Print): George David Brown

ETHICS PLEDGE

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(b) participate in the specific issue area in which that particular matter falls; or

(c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.

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b (6)

Date July 6, 2021

Name (Type or Print):

Alejandro Renteria

ETHICS PLEDGE

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3. *Revolving Door Ban - Lobbyists and Registered Agents Entering Government*. If I was registered under the Lobbying Disclosure Act, 2 U.S.C. 1601 *et seq.*, or the Foreign Agents Registration Act (FARA), 22 U.S.C. 611 *et seq.*, within the 2 years before the date of my appointment, in addition to abiding by the limitations of paragraph 2, I will not for a period of 2 years after the date of my appointment:
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b (6)

July 6, 2021
Date

Name (Type or Print): Tiffany Townsend

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

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b (6)

July 6, 2021
Date

Name (Type or Print):

Jerome Taylor Wright

ETHICS PLEDGE

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b (6)

____ July 6 _____, 20 21
Date

Name (Type or Print): _____ Lauren Kerner _____

ETHICS PLEDGE

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- (c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.

4. *Revolving Door Ban — Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.

5. *Revolving Door Ban — Senior and Very Senior Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions set forth in sections 207(c) or 207(d) of title 18, United States Code, and those sections' implementing regulations, I agree that, in addition, for a period of 1 year following the end of my appointment, I will not materially assist others in making communications or appearances that I am prohibited from undertaking myself by (a) holding myself out as being available to engage in lobbying activities in support of any such communications or appearances; or (b) engaging in any such lobbying activities.

6. *Revolving Door Ban — Appointees Leaving Government to Lobby.* In addition to abiding by the limitations of paragraph 4, I also agree, upon leaving Government service, not to lobby any covered executive branch official or non-career Senior Executive Service appointee, or engage in any activity on behalf of any foreign government or foreign political party which, were it undertaken on January 20, 2021, would require that I register under FARA, for the remainder of the Administration or 2 years following the end of my appointment, whichever is later.

7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.

8. *Employment Qualification Commitment.* I agree that any hiring or other employment decisions I make will be based on the candidate's qualifications, competence, and experience.

9. *Assent to Enforcement.* I acknowledge that the Executive Order entitled "Ethics Commitments by Executive Branch Personnel," issued by the President on January 20, 2021, which I have read before signing this document, defines certain of the terms applicable to the foregoing obligations and sets forth the methods for enforcing them. I expressly accept the provisions of that Executive Order as a part of this agreement and as binding on me. I understand that the terms of this pledge are in addition to any statutory or other legal restrictions applicable to me by virtue of Federal Government service.

b (6)

_____, July 6th, 2021
Date

Name (Type or Print): Jonathan Steven Aller

ETHICS PLEDGE

I recognize that this pledge is part of a broader ethics in government plan designed to restore and maintain public trust in government, and I commit myself to conduct consistent with that plan. I commit to decision-making on the merits and exclusively in the public interest, without regard to private gain or personal benefit. I commit to conduct that upholds the independence of law enforcement and precludes improper interference with investigative or prosecutorial decisions of the Department of Justice. I commit to ethical choices of post-Government employment that do not raise the appearance that I have used my Government service for private gain, including by using confidential information acquired and relationships established for the benefit of future clients.

Accordingly, as a condition, and in consideration, of my employment in the United States Government in a position invested with the public trust, I commit myself to the following obligations, which I understand are binding on me and are enforceable under law:

1. *Lobbyist Gift Ban.* I will not accept gifts from registered lobbyists or lobbying organizations for the duration of my service as an appointee.

2. *Revolving Door Ban – All Appointees Entering Government.* I will not for a period of 2 years from the date of my appointment participate in any particular matter involving specific parties that is directly and substantially related to my former employer or former clients, including regulations and contracts.

3. *Revolving Door Ban – Lobbyists and Registered Agents Entering Government.* If I was registered under the Lobbying Disclosure Act, 2 U.S.C. 1601 *et seq.*, or the Foreign Agents Registration Act (FARA), 22 U.S.C. 611 *et seq.*, within the 2 years before the date of my appointment, in addition to abiding by the limitations of paragraph 2, I will not for a period of 2 years after the date of my appointment:

(a) participate in any particular matter on which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment;

(b) participate in the specific issue area in which that particular matter falls; or

(c) seek or accept employment with any executive agency with respect to which I lobbied, or engaged in registrable activity under FARA, within the 2 years before the date of my appointment.

4. *Revolving Door Ban – Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions on communicating with employees of my former executive agency set forth in section 207(c) of title 18, United States Code, and its implementing regulations, I agree that I will abide by those restrictions for a period of 2 years following the end of my appointment. I will abide by these same restrictions with respect to communicating with the senior White House staff.

5. *Revolving Door Ban – Senior and Very Senior Appointees Leaving Government.* If, upon my departure from the Government, I am covered by the post-employment restrictions set forth in sections 207(c) or 207(d) of title 18, United States Code, and those sections' implementing regulations, I agree that, in addition, for a period of 1 year following the end of my appointment, I will not materially assist others in making communications or appearances that I am prohibited from undertaking myself by (a) holding myself out as being available to engage in lobbying activities in support of any such communications or appearances; or (b) engaging in any such lobbying activities.

6. *Revolving Door Ban – Appointees Leaving Government to Lobby.* In addition to abiding by the limitations of paragraph 4, I also agree, upon leaving Government service, not to lobby any covered executive branch official or non-career Senior Executive Service appointee, or engage in any activity on behalf of any foreign government or foreign political party which, were it undertaken on January 20, 2021, would require that I register under FARA, for the remainder of the Administration or 2 years following the end of my appointment, whichever is later.

7. *Golden Parachute Ban.* I have not accepted and will not accept, including after entering Government, any salary or other cash payment from my former employer the eligibility for and payment of which is limited to individuals accepting a position in the United States Government. I also have not accepted and will not accept any non-cash benefit from my former employer that is provided in lieu of such a prohibited cash payment.

8. *Employment Qualification Commitment.* I agree that any hiring or other employment decisions I make will be based on the candidate's qualifications, competence, and experience.

9. *Assent to Enforcement.* I acknowledge that the Executive Order entitled "Ethics Commitments by Executive Branch Personnel," issued by the President on January 20, 2021, which I have read before signing this document, defines certain of the terms applicable to the foregoing obligations and sets forth the methods for enforcing them. I expressly accept the provisions of that Executive Order as a part of this agreement and as binding on me. I understand that the terms of this pledge are in addition to any statutory or other legal restrictions applicable to me by virtue of Federal Government service.

b (6)

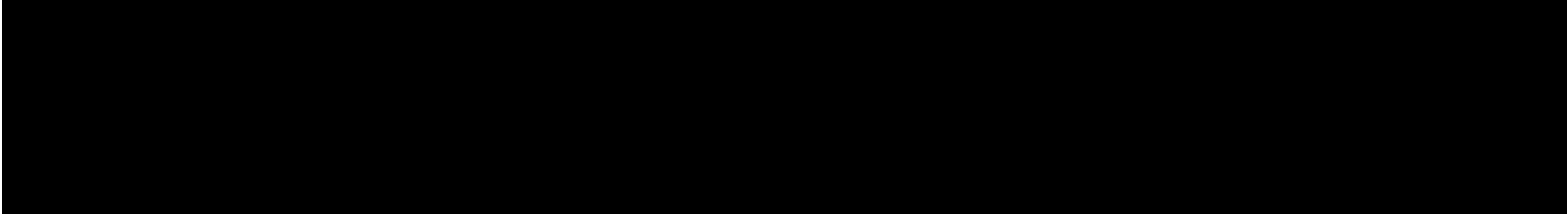
July 6, 20 21
Date

Name (Type or Print): Salvatore R. DeFrancesco

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|---|--------------------|---------------------|------------------|--|---------------|-----------------------|---------------|--|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) HARRIFORD, WILLIE L | | | | | | | | | | 4. Effective Date 01/20/2021 | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 05/19/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y9K | | 5-D. Legal Authority SCH C 213.3302(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number WHITE HOUSE LIAISON SBGS0695 SCH134 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 14 | 01 | 122,530.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 93,907.00 | | 28,623.00 | | 122,530.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 02 2021 | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|----------------------------|-----|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | 37. Bargaining Unit Status | | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | 8888 | | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |
| | | | | | | | | | |

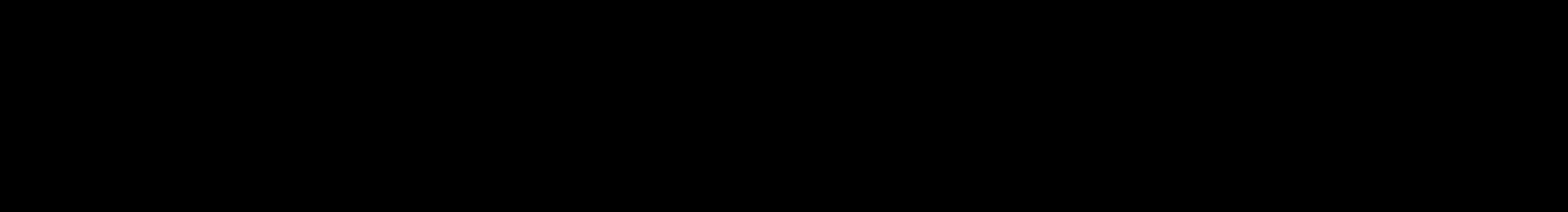
45. Remarks
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: PREVIOUS RETIREMENT COVERAGE.
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 01/21/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) PUGIN, VERONICA HEATHER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06/01/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0713 SCH144 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 15 | | 19. Step or Rate 04 | | 20. Total Salary/Award 158,541.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 121,506.00 | | 20B. Locality Adj. 37,035.00 | | 20C. Adj. Basic Pay 158,541.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CAPITAL ACCESS | | | | | | | | | | | | | | | | | |
| | | | | | | SB 316200000000000000 PP 11 2021 | | | | | | | | | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | | | | | |
|---|--|-------------------------|--|--|--|------------|--|------------------------|--|--|--|----------------------------|--|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | 8888 | | | |
| 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |

45. Remarks
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION.
 APPOINTMENT AFFIDAVIT EXECUTED ON 6/1/2021.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 APPOINTMENT IS INDEFINITE.
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE
 EFFECTIVE DATE OF THIS ACTION.
 PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING
 AUTHORITY UNDER 5 CFR 531.212.
 POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND.

| | | | | | | | | | | | |
|--|--|--|--|--|--|------------------------------------|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 05/26/2021 | | ELIAS HERNANDEZ | | | | | |
| | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|---|--|--|--|--|--|--|--|---|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) MONTAGNA, NICOLA S | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/31/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority REG 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0696 SCH135 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 11 | | 19. Step or Rate 01 | | 20. Total Salary/Award 72,750.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 55,756.00 | | 20B. Locality Adj. 16,994.00 | | 20C. Adj. Basic Pay 72,750.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CAPITAL ACCESS | | | | | | | | | | | | | | | | | |
| | | | | | | SB 316200000000000000 PP 03 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 02/01/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) TOWNSEND, TIFFANY | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/06/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0723 SCH151 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 15 | | 19. Step or Rate 06 | | 20. Total Salary/Award 168,150.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 128,870.00 | | 20B. Locality Adj. 39,280.00 | | 20C. Adj. Basic Pay 168,150.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION ADA/GC & BD | | | | | | | | | | | | | | | | | |
| | | | | | | SB 318200000000000000 PP 14 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E | | E - Exempt N - Nonexempt | | | | | | | | | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 07/06/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 07/01/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | | | | | | | |

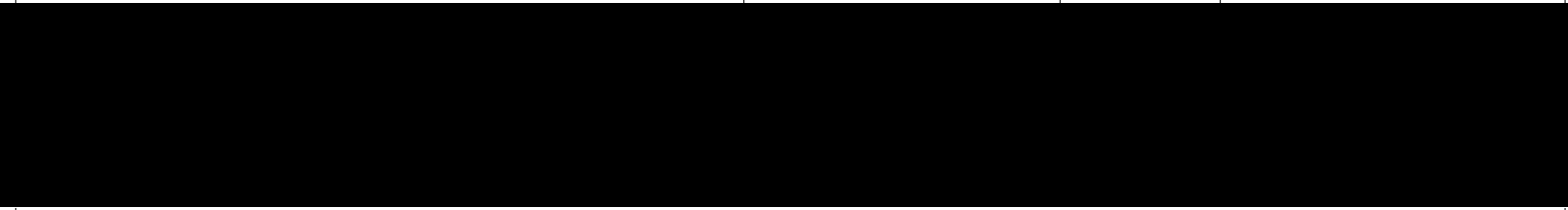
NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---|--|--|--|--|--|----------------------------------|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) JASSO-ROTUNNO, CYNTHIA M | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/20/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 02/09/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code V4M | | 5-D. Legal Authority 5USC3394(A) LTD TERM | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0324 SBES32 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan ES | | 17. Occ. Code 0340 | | 18. Grade or Level 00 | | 19. Step or Rate 00 | | 20. Total Salary/Award 183,100.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 183,100.00 | | 20B. Locality Adj. .00 | | 20C. Adj. Basic Pay 183,100.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF COMM & PUBLIC LIAISON IMMEDIATE OFFICE | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312910000000000000 PP 02 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 3 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021 WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPT IS ON A PROVISIONAL BASIS. YOU ARE ELIGIBLE FOR RETIREMENT COVERAGE & FOR FEHB AND FEGLI. IF YOUR PERFORMANCE IS SATISFACTORY, & YOU MEET ALL LEGAL QUALIFICATIONS & OTHER APPLICABLE REQMTS, YOU MAY BE CONVERTED TO A NONTEMP APPT BEFORE THIS APPT EXPIRES. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 01/28/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | |
|--|--|---|--------------------|---------------------|---|---|--------------------------------|-----------------------|--|--------------------|------------------|------------------------|---------------|----------------|
| 1. Name (Last, First, Middle) ALTER, JONATHAN STEVEN | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/06/2021 | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0728 SCH156 | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | |
| GS | | 0301 | 15 | 01 | 144,128.00 | | PA | GS | 0301 | 15 | 01 | 144,128.00 | PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay |
| .00 | | .00 | | .00 | | .00 | | 110,460.00 | | 33,668.00 | | 144,128.00 | | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF INVESTMENT & INNOVATION | | | | | | | | |
| | | | | | | SB 314500000000000000 PP 14 2021 | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |

45. Remarks
 WELCOME TO THE U.S SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED: 07/06/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 07/01/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|--|--|--------------------|--|---|---|--------------------------------|-----------------------------|--|--------------------|------------------|----------------------------|----------------|--|--|
| 1. Name (Last, First, Middle) WHEELER, KEVIN J | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0948 SBES98 | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | |
| | | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay | | |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CONGR & LEGIS AFFAIRS | | | | | | | | | |
| | | | | | | SB 312300000000000000 PP 05 2021 | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 3 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | | E - Exempt N - Nonexempt | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 03/01/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/01/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---|--|--|--|--|--|----------------------------------|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) JASSO-ROTUNNO, CYNTHIA M | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/31/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 546 | | 5-B. Nature of Action CONV TO SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) NONCAR | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0324 SBES32 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan ES | | 17. Occ. Code 0340 | | 18. Grade or Level 00 | | 19. Step or Rate 00 | | 20. Total Salary/Award 183,100.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 183,100.00 | | 20B. Locality Adj. .00 | | 20C. Adj. Basic Pay 183,100.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF COMM & PUBLIC LIAISON IMMEDIATE OFFICE | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312910000000000000 PP 03 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 3 | | 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E | | E - Exempt N - Nonexempt | | | | | | | | | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. PROBATIONARY PERIOD FOR SES POSITION IS NOT REQUIRED. SALARY MAY NOT BE REDUCED BELOW SALARY EARNED IMMEDIATELY PRIOR TO SES CONVERSION WITH ANY FUTURE INVOLUNTARY ACTION WHILE CONTINUOUSLY EMPLOYED. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 02/01/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

DATE: June 28, 2021

TO: John Miller, Deputy Associate Administrator, Office of Capital Access

THRU: Lisa Lopez-Suarez, Designated Agency Ethics Official [REDACTED] Exemption b(6)
Exemption b(6)

FROM: [REDACTED] [REDACTED] Exemption b(6)

RE: Recusal Commitment Memo

The purpose of this memorandum is to provide you, my principal deputy, with written notification of my commitment to avoid any actual or apparent conflict of interest by refraining from participation, in my official capacity, in certain particular matters set forth below.

RELEVANT LAW

FINANCIAL(ACTUAL) CONFLICT OF INTEREST: 18 U.S.C. § 208(a) requires that an employee not participate personally and substantially in any particular matter in which he knows that he has a financial interest directly and predictably affected by the matter, or in which he knows that a person whose interests are imputed to him has a financial interest directly and predictably affected by the matter, unless he first obtains a written waiver pursuant to 18 U.S.C. § 208(b)(1), or qualifies for a regulatory exemption pursuant to 18 U.S.C. § 208(b)(2). The interests of the following persons are imputed to the employee: any spouse or minor child; any general partner of a partnership in which the employee is a limited or general partner; any organization in which the employee serves as officer, director, trustee, general partner, or employee; and any person or organization with which the employee is negotiating or has an arrangement concerning prospective employment. See 18 U.S.C. 208(a) and 5 CFR § 2635.402(b)(2).

IMPARTIALITY (APPARENT CONFLICT OF INTEREST): 5 CFR Part 2635, Subpart E requires that employees ensure that they take appropriate steps to avoid an appearance of a loss of impartiality in the performance of their official duties. Unless an employee receives prior authorization from an agency ethics official, he should not participate in a particular matter involving specific parties which he knows is likely to affect the financial interests of a member of his household, or in which he knows a person with whom he has a *covered relationship* is or represents a party to such matter, if a reasonable person with knowledge of the relevant facts would question his impartiality in the matter. See 5 CFR § 502(a). "A particular matter encompasses only matters that involve deliberation, decision or action that is focused upon the interests of specific persons, or a discrete and identifiable class of persons.... The term particular matter, however, does not extend to the consideration or adoption of

broad policy options that are directed to the interests of a large and diverse group of persons.”
5 CFR 2635.402(b)(3).]

ETHICS PLEDGE: Paragraph 2 of the Ethics Pledge (Executive Order 13989) requires that appointees entering Government “will not for a period of 2 years from the date of my appointment participate in any particular matter involving specific parties that is directly and substantially related to his former employer or former clients, including regulations and contracts.” Note that *all* rulemakings are not covered by Paragraph 2. Inclusion of the word, “regulations” was included as a reminder that a regulation could, albeit in very rare circumstances, be considered particular matters involving specific parties where the rulemaking is so focused on the rights of specifically identified parties as to be considered a particular matter. DO-09-011.

SPECIFIC RECUSALS

Exemption b(6)

[REDACTED]: Prior to joining the U.S. Small Business Administration (SBA) as an appointee on March 1, 2021, I was employed by [REDACTED], an SBA participating lender. My resignation from [REDACTED] was effective on February 28, 2021. I have a “covered relationship” with [REDACTED] pursuant to 5 CFR § 2635.502(b)(1)(iv), which states, “An employee has a covered relationship with: . . . Any person for whom the employee has, *within the last year*, served as officer, director, trustee, general partner, agent, attorney, consultant, contractor or **employee**:...” [Emphasis Added.]

Exemption b(6)

In my official capacity as the [REDACTED], [REDACTED] which are designed to assist America’s small businesses. Specifically, the 7(a) program provides financial assistance through participating lenders in the form of loan guarantees to small businesses. Under the CARES Act, the Paycheck Protection Program (PPP) is a subprogram under the 7(a) Program. The Economic Aid Act continued the PPP program. [REDACTED] participates in the 7(a) and PPP loan programs. As the [REDACTED], I may be called upon to participate in particular matters that would have a direct and predictable effect on [REDACTED], an entity with which I have a covered relationship, or that would cause a reasonable person with knowledge of the relevant facts to question my impartiality with respect to [REDACTED].

5 CFR § 2635.502 requires my recusal from particular matters involving [REDACTED] (an entity with which I have a covered relationship), for a period of one year from February 28, 2021, the date of my resignation. For one year, until February 28, 2022, I will remain recused from particular matters involving [REDACTED] unless first authorized, in writing, to participate by an Agency ethics official pursuant to 5 CFR § 2635.502(d).

Additionally, the Ethics Pledge that I signed as a condition of my employment as an appointee requires that for a period of two years after the date of my appointment (March 1, 2021), I will not participate in any particular matter involving [REDACTED], my former employer. During the two-year period I will remain recused from particular matters involving [REDACTED] unless I am first authorized, in writing, to participate by an Agency ethics official pursuant to 5 CFR § 2635.502(d).

In accordance with this recusal commitment, if any particular matter involving [REDACTED] comes to my attention, I will submit it to you for assignment or further handling. I will not determine what action should be taken on any particular matter involving [REDACTED], nor will I determine which agency official should handle the matter unless I am first authorized, in writing, to participate by an Agency ethics official pursuant to 5 CFR § 2635.502(d). Once I recuse myself from a particular matter involving [REDACTED], I will refrain from any further participation in the matter (including any discussion with colleagues or any persons likely to consider the matter on behalf of the Agency), and if a phone call, e-mail, or document comes to my attention with regard to the matter, I will not respond to it or take any action with regard to it, other than promptly forwarding it to you for further handling.

[REDACTED]: b (6) [REDACTED] an ownership interest in [REDACTED]. Therefore, under 18 U.S.C. § 208(a), I have an imputed financial interest in [REDACTED]. Prior to my accepting the position of [REDACTED] with SBA, [REDACTED] obtained a second draw PPP loan. I will not participate personally and substantially in any particular matter that to my knowledge has a direct and predictable effect on the financial interest of [REDACTED] unless I first obtain a written waiver, pursuant to 18 U.S.C. § 208(b)(1).

In accordance with this recusal commitment, if any matter involving [REDACTED] comes to my attention, I will submit it to you for further handling. I will not determine what action should be taken on any particular matter involving [REDACTED], nor will I determine which agency official should handle the matter unless I first obtain a written waiver pursuant to 18 U.S.C. § 208 (b)(1). Once I recuse myself from a particular matter involving [REDACTED], I will refrain from any further participation in the matter (including any discussion with colleagues or any persons likely to consider the matter on behalf of the Agency), and if a phone call, e-mail, or document comes to my attention with regard to the matter, I will not respond to it or take any action with regard to it, other than promptly forwarding it to you for further handling.

CONCLUSION AND UPDATES

In order to ensure that my commitments to recuse continue to be effective, I will revise and update this recusal commitment memo in writing whenever it is warranted by changes in my financial interests, my personal or business relationships, the nature of my official duties, or other material changes, and provide you, my principal deputy, with a copy.

A copy of this recusal commitment will also be provided to the Agency Designated Agency Ethics Official (DAEO).

cc: Lisa Lopez-Suarez, DAEO
Susan Sundberg, Ethics Counsel

NOTIFICATION OF PERSONNEL ACTION

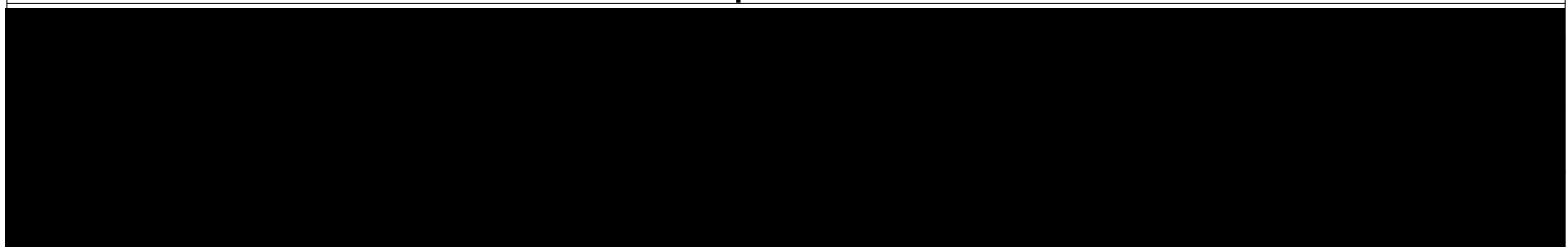
| | | | | | | | | | | | | | | | |
|--|--|--|--------------------|--|------------------|--|---------------|--|---------------|--------------------|------------------|----------------------------|----------------|--|--|
| 1. Name (Last, First, Middle) KELLEY, JOHN P | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR FOR CA SBES0077 SB0077 | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | |
| | | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay | | |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CAPITAL ACCESS | | | | | | | | | |
| | | | | | | SB 316200000000000000 PP 05 2021 | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 3 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | | E - Exempt N - Nonexempt | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 03/01/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/08/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) KERNER, LAUREN | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/06/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0726 SCH154 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 11 | | 19. Step or Rate 07 | | 20. Total Salary/Award 87,304.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 66,910.00 | | 20B. Locality Adj. 20,394.00 | | 20C. Adj. Basic Pay 87,304.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 14 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E | | E - Exempt N - Nonexempt | | | | | | | | | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 07/06/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | | | 49. Approval Date 07/01/2021 | | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | |
|---|--|--|--------------------|---------------------|---|--|--------------------------------|-------------------------------------|--|--|----------------------------------|---------------------------------|--|-------------------------------|---|--|----------------------------|
| 1. Name (Last, First, Middle) HAMILTON, PEGGY D | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/16/2021 | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number GEN CNSL SBES0211 SBES11 | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan ES | | 17. Occ. Code 0905 | 18. Grade or Level 00 | | 19. Step or Rate 00 | 20. Total Salary/Award 183,100.00 | | 21. Pay Basis PA |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 183,100.00 | | | 20B. Locality Adj. .00 | | 20C. Adj. Basic Pay 183,100.00 | | 20D. Other Pay .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF GENERAL COUNSEL | | | | | | | | | | | |
| | | | | | | SB 312200000000000000 PP 04 2021 | | | | | | | | | | | |



POSITION DATA

| | | | | | | | | | |
|---|--|-----|--|--|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 3 | <small>1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved</small> | | E | <small>E - Exempt N - Nonexempt</small> | | | | 8888 | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |

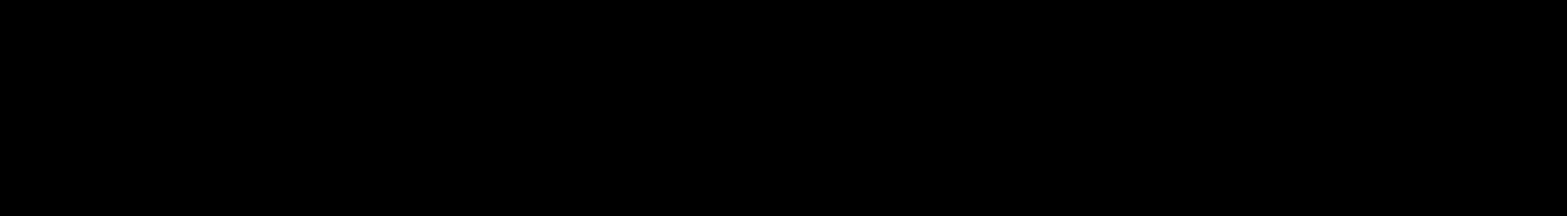
45. Remarks
 WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED 02/16/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.
 TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 02/21/2021 | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--------------|--|--|-------------------|---|--|-------------------------------------|-----------------------|--|--|------------------|------------------------------|---------------|
| 1. Name (Last, First, Middle) FROST, KATHRYN | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06/06/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number SPEC ADVSR OA002T00 OA002T | | | | | | 15. TO: Position Title and Number PLCY ADVSR SBGS0716 SCH142 | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | 14 | | 122,530.00 | | PA | | GS | 0301 | 15 | 01 | 144,128.00 | PA |
| 12A. Basic Pay 93,907.00 | | 12B. Locality Adj. 28,623.00 | 12C. Adj. Basic Pay 122,530.00 | | 12D. Other Pay .00 | | 20A. Basic Pay 110,460.00 | | 20B. Locality Adj. 33,668.00 | 20C. Adj. Basic Pay 144,128.00 | | 20D. Other Pay .00 | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 12 2021 | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | |
|--|-------------------------|--|--|--|------------------------|--|--|----------------------------|--|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | | | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 06/04/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | |

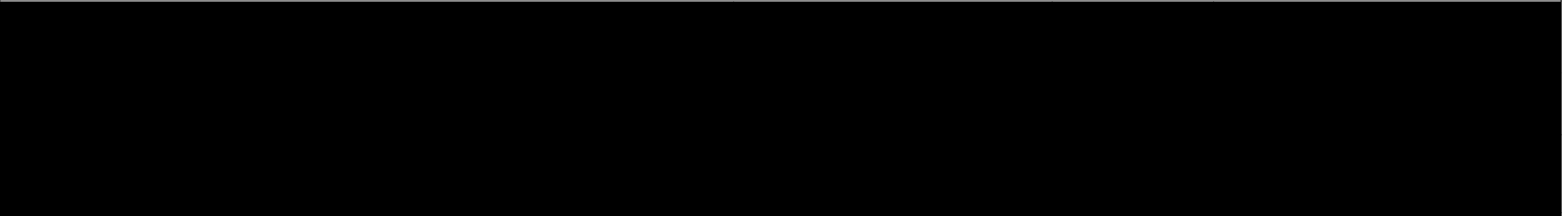
NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|--|--|--------------------|--|---|---|--------------------------------|-----------------------------|--|--------------------|------------------|----------------------------|----------------|--|--|
| 1. Name (Last, First, Middle) VERRATTI, JULIE C | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0324 ES3244 | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | |
| | | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay | | |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF FIELD OPERATIONS | | | | | | | | | |
| | | | | | | SB 312700000000000000 PP 05 2021 | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 3 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | | E - Exempt N - Nonexempt | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 03/01/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/08/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---------------------|---|--|--------------------------------|------------------------------------|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) SPARLING, JERI ELLEN | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 05/10/2021 | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DIR.OF SCHLNG SBGS0712 SCH143 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 13 | | 19. Step or Rate 01 | | 20. Total Salary/Award 103,690.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 79,468.00 | | 20B. Locality Adj. 24,222.00 | | 20C. Adj. Basic Pay 103,690.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 10 2021 | | | | | | | | | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | | | | | |
|---|--|-------------------------|--|-------------------|--|--|--|------------------------|--|--|--|----------------------------|--|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | 8888 | | | |
| 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |

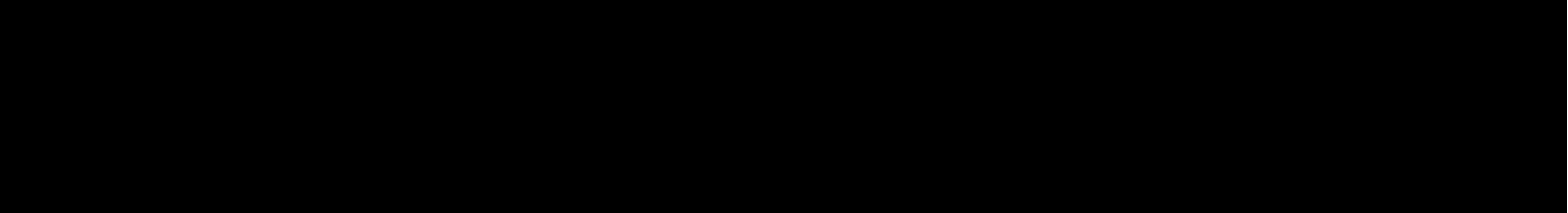
45. Remarks
 WELCOME TO THE U.S SMALL BUSINESS ADMINISTRATION.
 APPOINTMENT AFFIDAVIT EXECUTED: 05/10/2021
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 APPOINTMENT IS INDEFINITE.
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION.
 POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND.

| | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 05/05/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|--|---|--------------------|---------------------|---|--|--------------------------------|------------------------------------|--|--|------------------------------|--|-------------------------------|---|----------------------------|
| 1. Name (Last, First, Middle) CLARK, TERRENCE | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 05/24/2021 | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DIRECTOR OF COMMUNICATIONS SBGS0714 SCH145 | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan GS | | 17. Occ. Code 0301 | 18. Grade or Level 14 | 19. Step or Rate 01 | 20. Total Salary/Award 122,530.00 | 21. Pay Basis PA |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 93,907.00 | | 20B. Locality Adj. 28,623.00 | | 20C. Adj. Basic Pay 122,530.00 | | 20D. Other Pay .00 | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF COMM & PUBLIC LIAISON IMMEDIATE OFFICE | | | | | | | | | |
| | | | | | | SB 312910000000000000 PP 11 2021 | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | |
|---|--|----------------------------------|--|--|--|------------------------|-------------|-----|----------------------------|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | E E - Exempt N - Nonexempt | | | | | 8888 | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |

45. Remarks
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION.
 APPOINTMENT AFFIDAVIT EXECUTED 05/24/2021.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 APPOINTMENT IS INDEFINITE.
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION.

| | | | | | | | |
|--|--|--|--|--|--|------------------------------------|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 05/20/2021 | | ELIAS HERNANDEZ | |
| | | | | | | CHIEF HUMAN CAPITAL OFFICER | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|-------------------------|--------------------|--|--|----------------------|--|--|----------------|---------------|--|--|--|---------------|--------------------|-----------------------|--|------------------------|--|------------------------|----------------|---------------|--|----------------------------|--|--|--|--|--|
| 1. Name (Last, First, Middle) PLEWS, ARTHUR G | | | | | | | | | | | | 4. Effective Date 02/14/2021 | | | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 546 | | | | 5-B. Nature of Action CONV TO SES NONCAREER APPT | | | | | | | | 6-A. Code | | | | 6-B. Nature of Action | | | | | | | | | | | | | |
| 5-C. Code V4L | | | | 5-D. Legal Authority 5 USC 3394(A) NONCAR | | | | | | | | 6-C. Code | | | | 6-D. Legal Authority | | | | | | | | | | | | | |
| 5-E. Code AWM | | | | 5-F. Legal Authority OPM FORM 1652 | | | | | | | | 6-E. Code | | | | 6-F. Legal Authority | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | | | | | | | 15. TO: Position Title and Number DEPUTY CHIEF OF STAFF SBES0704 ES0070 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan | | 17. Occ. Code | | 18. Grade or Level | | 19. Step or Rate | | 20. Total Salary/Award | | 21. Pay Basis | | | | | | | |
| | | | | | | | | | | | | ES | | 0340 | | 00 | | 00 | | 183,100.00 | | PA | | | | | | | |
| 12A. Basic Pay | | | 12B. Locality Adj. | | | 12C. Adj. Basic Pay | | | 12D. Other Pay | | | 20A. Basic Pay | | | 20B. Locality Adj. | | | 20C. Adj. Basic Pay | | | 20D. Other Pay | | | | | | | | |
| | | | .00 | | | | | | .00 | | | 183,100.00 | | | .00 | | | 183,100.00 | | | .00 | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | SB 312100000000000000 PP 04 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 3 | | 1 - Competitive Service | | 3 - SES General | | 2 - Excepted Service | | 4 - SES Career Reserved | | E | | E - Exempt | | N - Nonexempt | | | | | | | | 8888 | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | | | 41. | | | | 42. | | | | 43. | | | | 44. | | | | | | | | | | | | | |
| 45. Remarks VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. PROBATIONARY PERIOD FOR SES POSITION IS NOT REQUIRED. SALARY MAY NOT BE REDUCED BELOW SALARY EARNED IMMEDIATELY PRIOR TO SES CONVERSION WITH ANY FUTURE INVOLUNTARY ACTION WHILE CONTINUOUSLY EMPLOYED. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | | | | | | | |
| 47. Agency Code SB00 | | | | 48. Personnel Office ID 1826 | | | | 49. Approval Date 02/01/2021 | | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

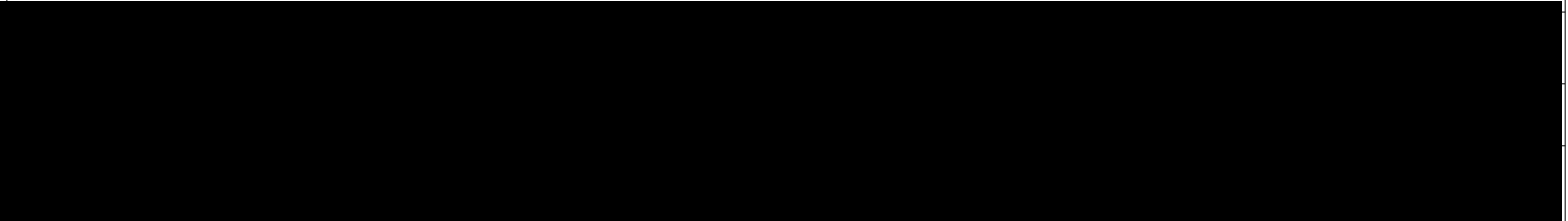
| | | | | | | | | | | | | | | | |
|--|--|---|--|--|--|--|--|--|--|--|--|---|------------------------------|--|--|
| 1. Name (Last, First, Middle) MITCHELL, TATE G | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/25/2021 | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number PRESS ASST SBGS0711 SCH142 | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0301 | | 10. Grade or Level 09 | | 17. Occ. Code 01 | | 18. Grade or Level 01 | | 20. Total Salary/Award 60,129.00 | | 21. Pay Basis PA | | | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 46,083.00 | | 20B. Locality Adj. 14,046.00 | | 20C. Adj. Basic Pay 60,129.00 | 20D. Other Pay .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF COMM & PUBLIC LIAISON IMMEDIATE OFFICE | | | | | | | | | |
| | | | | | | SB 312910000000000000 PP 09 2021 | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 2 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | | E - Exempt N - Nonexempt | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 04/25/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 04/23/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---|--|---|--|---------------------------------|--|---------------------------------|--|---|--|-----------------------|--|--------------------------|--|----------------------------|--|--------------------------------------|--|---------------------|--|
| 1. Name (Last, First, Middle) NGUYEN, HAN D | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/16/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DEPUTY ASSOCIATE ADMINISTRATOR SBGS0186 GS6911 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 15 | | 19. Step or Rate 05 | | 20. Total Salary/Award 163,345.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 125,188.00 | | 20B. Locality Adj. 38,157.00 | | 20C. Adj. Basic Pay 163,345.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF COMM & PUBLIC LIAISON IMMEDIATE OFFICE SB 312910000000000000 PP 04 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E | | E - Exempt N - Nonexempt | | | | | | | | | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 02/16/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | | | 49. Approval Date 02/11/2021 | | | | | | | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|--|--|---------------------------------|---|--|--------------------------------|--|--|--|--|
| 1. Name (Last, First, Middle) SEMPERTEGUI, JUAN | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/19/2021 | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DEP GEN CNSL SBGS0721 SCH150 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 15 | | 17. Occ. Code 06 | | 18. Grade or Level 15 | | 19. Step or Rate 06 | |
| 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 20. Total Salary/Award 168,150.00 | | 21. Pay Basis PA | | | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 128,870.00 | | 20B. Locality Adj. 39,280.00 | |
| | | | | | | | | 20C. Adj. Basic Pay 168,150.00 | | 20D. Other Pay .00 | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF GENERAL COUNSEL | | | | | |
| | | | | | | SB 312200000000000000 PP 15 2021 | | | | | |



POSITION DATA

| | | | | | | | | | |
|--|--|-----|--|-----|------------------------|-----|--|---|--|
| 34. Position Occupied 2 <small>1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved</small> | | | 35. FLSA Category E <small>E - Exempt N - Nonexempt</small> | | 36. Appropriation Code | | | 37. Bargaining Unit Status 8888 | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |

45. Remarks
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED 07/19/2021.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.
 PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | 49. Approval Date 07/16/2021 | 51. Signature/Authentication and Title of Approving Official ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) HENRY-SPIRES, DIEDRA | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/19/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3337 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0710 SCH141 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0340 | | 18. Grade or Level 15 | | 19. Step or Rate 03 | | 20. Total Salary/Award 153,737.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 117,824.00 | | 20B. Locality Adj. 35,913.00 | | 20C. Adj. Basic Pay 153,737.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 08 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E | | E - Exempt N - Nonexempt | | | | | | | | | | 8888 | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U. S. SMALL BUSINESS ADMINISTRATION. APPOINTMENT AFFIDAVIT EXECUTED 04/19/2021. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED. APPOINTMENT IS INDEFINITE. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. FROZEN SERVICE: 00 YRS. 00 MOS. YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | | | 49. Approval Date 04/16/2021 | | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | | | |

| Dept | F Name | L Name |
|---|-----------|---------------|
| Office of Investment and Innovation | Jonathan | Alter |
| Office of Congressional and Legislative Affairs | George | Brown |
| Office of Communication and Public Liaison | Terrence | Clark |
| Office of Entrepreneurial Development | Natalie | Cofield |
| Office of the Administration | Kendall | Corley |
| Office of Government Contracting and Business Development | Salvatore | DeFrancesco |
| Office of the Administration | Bajeyah | Eaddy |
| Office of the Administration | Kathryn | Frost |
| Office of the Administration | Antwaun | Griffin |
| Office of the Administration | Isabella | Guzman |
| Office of General Counsel | Peggy | Hamilton |
| Office of Congressional and Legislative Affairs | Preston | Hardge Jr. |
| Office of Congressional and Legislative Affairs | Preston | Hardge Jr. |
| Office of the Administration | Willie | Harriford |
| Office of the Administration | Willie | Harriford |
| Office of the Administration | Diedra | Henry-Spires |
| Office of Government Contracting and Business Development | Beatrice | Hidalgo |
| Office of Government Contracting and Business Development | Beatrice | Hidalgo |
| Office of the Administration | Isabelle | James |
| Office of Communication and Public Liaison | Cynthia | Jasso-Rotunno |
| Office of Communication and Public Liaison | Cynthia | Jasso-Rotunno |
| Office of Capital Access | John | Kelley |
| Office of the Administration | Lauren | Kerner |
| Office of the Administration | Ann | Lewis |
| Office of the Administration | Ann | Lewis |
| Office of Entrepreneurial Development | Mark | Madrid |
| Office of the Administration | Shea | Martinson |
| Office of Communication and Public Liaison | Tate | Mitchell |
| Office of Capital Access | Nicola | Montagna |
| Office of Capital Access | Nicola | Montagna |
| Office of the Administration | Michael | Negron |

| | | |
|---|-----------|-------------|
| Office of the Administration | Michael | Negron |
| Office of Communication and Public Liaison | Han | Nguyen |
| Office of the Administration | Arthur | Plews |
| Office of the Administration | Arthur | Plews |
| Office of Capital Access | Veronica | Pugin |
| Office of Congressional and Legislative Affairs | Alejandro | Renteria |
| Office of General Counsel | Juan | Sempertegui |
| Office of the Administration | Jeri | Sparling |
| Office of Government Contracting and Business Development | Tiffany | Townsend |
| Office of Field Operations | Julie | Verratti |
| Office of Congressional and Legislative Affairs | Kevin | Wheeler |
| Office of the Administration | Jerome | Wright |

| Dept | F Name | L Name |
|------------------------------|---------|-----------|
| Office of the Administration | Michael | Roth |
| Office of the Administration | Tami | Perriello |

| Position | Appointing Authority | Nature of Action |
|--|-----------------------------|--------------------------|
| Senior Advisor | Schedule C | Exc Appt |
| Deputy AA (Senate) | Schedule C | Exc Appt |
| Director of Communications | Schedule C | Exc Appt |
| Assistant Administrator Women's Business Ownership | NCSSES | NCSSES Appt |
| Deputy Chief of Staff (External) | Schedule C | Exc Appt |
| Special Assistant | Schedule C | Exc Appt |
| Special Assistant | Schedule C | Exc Appt |
| Policy Advisor | Schedule C | Conv to Exc Appt - Sch C |
| Chief of Staff | NCSSES | NCSSES Appt |
| Administrator | EX | Exc Appt |
| General Counsel | NCSSES | NCSSES Appt |
| Legislative Policy Advisor | Schedule C | Provisional - Sch C |
| Legislative Policy Advisor | Schedule C | Conv to Exc Appt - Sch C |
| White House Liaison | Schedule C | Provisional - Sch C |
| White House Liaison | Schedule C | Conv to Exc Appt - Sch C |
| Senior Advisor | Schedule C | Exc Appt |
| Associate Administrator | NCSSES | Provisional - Sch C |
| Associate Administrator | NCSSES | Conv to Exc Appt - Sch C |
| Special Advisor | Schedule C | Exc Appt |
| Associate Administrator | NCSSES | Provisional - Sch C |
| Associate Administrator | NCSSES | Conv to Exc Appt - Sch C |
| Associate Administrator | NCSSES | NCSSES Appt |
| Special Assistant | Schedule C | Exc Appt |
| Senior Advisor | Schedule C | Provisional - Sch C |
| Senior Advisor | Schedule C | Conv to Exc Appt - Sch C |
| Associate Administrator | NCSSES | NCSSES Appt |
| Confidential Assistant | Schedule C | Exc Appt |
| Press Assistant | Schedule C | Exc Appt |
| Special Assistant | Schedule C | Provisional - Sch C |
| Special Assistant | Schedule C | Conv to Exc Appt - Sch C |
| Special Assistant | Schedule C | Provisional - Sch C |

| | | |
|-------------------------------------|------------|--------------------------|
| Special Assistant | Schedule C | Conv to Exc Appt - Sch C |
| Deputy Associate Administrator | Schedule C | Exc Appt |
| Deputy Chief of Staff | NCSSES | Provisional - Sch C |
| Deputy Chief of Staff | NCSSES | Conv to Exc Appt - Sch C |
| Senior Advisor | Schedule C | Exc Appt |
| Deputy AA (House) | Schedule C | Exc Appt |
| Deputy General Counsel | Schedule C | Exc Appt |
| Director of Scheduling | Schedule C | Exc Appt |
| Senior Advisor | Schedule C | Exc Appt |
| Associate Administrator | NCSSES | NCSSES Appt |
| Associate Administrator | NCSSES | NCSSES Appt |
| Confidential Asst. to Administrator | Schedule C | Exc Appt |

| Position | Appointing Authority | Nature of Action |
|------------------------|-----------------------------|-------------------------|
| Senior Advisor | Schedule C | Provisional - Sch C |
| Administrator (Acting) | Career SES | |

| Effective | SES/GS-step |
|-----------|-------------|
| 7/6/2021 | GS-15 |
| 6/21/2021 | GS-15 |
| 5/24/2021 | GS-14 |
| 3/1/2021 | SES |
| 4/12/2021 | GS-15 |
| 7/6/2021 | GS-11 |
| 5/24/2021 | GS-13 |
| 6/6/2021 | GS-15 |
| 4/7/2021 | SES |
| 3/17/2021 | EX |
| 2/16/2021 | SES |
| 1/20/2021 | GS-12 |
| 1/31/2021 | GS-12 |
| 1/20/2021 | GS-14 |
| 1/31/2021 | GS-14 |
| 4/19/2021 | GS-15 |
| 2/16/2021 | SES |
| 3/7/2021 | SES |
| 3/1/2021 | GS-14 |
| 1/20/2021 | SES |
| 1/31/2021 | SES |
| 3/1/2021 | SES |
| 7/6/2021 | GS-11 |
| 1/20/2021 | GS-15 |
| 2/28/2021 | GS-15 |
| 2/16/2021 | SES |
| 3/1/2021 | GS-09 |
| 4/25/2021 | GS-09 |
| 1/20/2021 | GS-11 |
| 1/31/2021 | GS-11 |
| 1/20/2021 | GS-14 |

| | |
|-----------|-------|
| 2/14/2021 | GS-14 |
| 2/16/2021 | GS-15 |
| 1/27/2021 | SES |
| 2/14/2021 | SES |
| 6/1/2021 | GS-15 |
| 7/6/2021 | GS-15 |
| 7/19/2021 | GS-15 |
| 5/10/2021 | GS-13 |
| 7/6/2021 | GS-15 |
| 3/1/2021 | SES |
| 3/1/2021 | SES |
| 7/6/2021 | GS-11 |

| Effective | SES/GS-step |
|-----------|----------------------------------|
| | GS-15 |
| 1/20/2021 | Detail Presidential Apptointment |

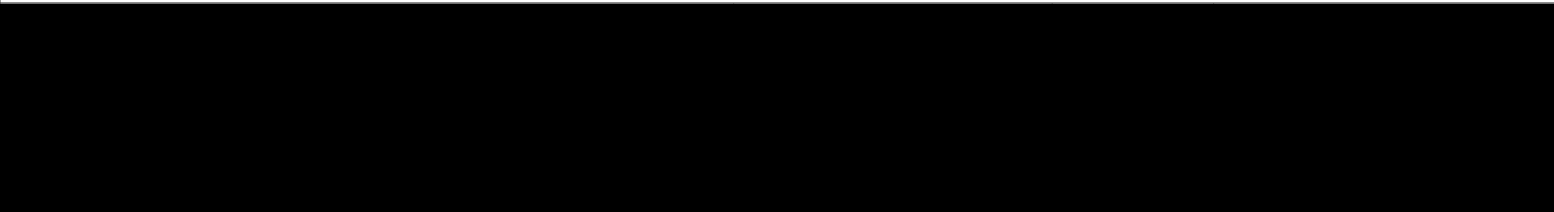
Left agency and no longer have access to personnel file.

Left agency and no longer have access to personnel file.

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | |
|---|--------------|---|---------------------|------------------|---|--|--------------------------------|-----------------------|--|------------------|------------------------|---------------|
| 1. Name (Last, First, Middle) PLEWS, ARTHUR G | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/27/2021 | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 02/21/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | |
| 5-C. Code V4M | | 5-D. Legal Authority 5USC3394(A) LTD TERM | | | | 6-C. Code | | 6-D. Legal Authority | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DEPUTY CHIEF OF STAFF SBES0704 ES0070 | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | 12C. Adj. Basic Pay | | 12D. Other Pay | 20A. Basic Pay | | 20B. Locality Adj. | 20C. Adj. Basic Pay | 20D. Other Pay | | |
| | | .00 | | | .00 | 183,100.00 | | .00 | 183,100.00 | .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | |
| | | | | | | SB 312100000000000000 PP 02 2021 | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|--|----------------------------|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 3 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | 41. | 42. | | 43. | | 44. | | | | |

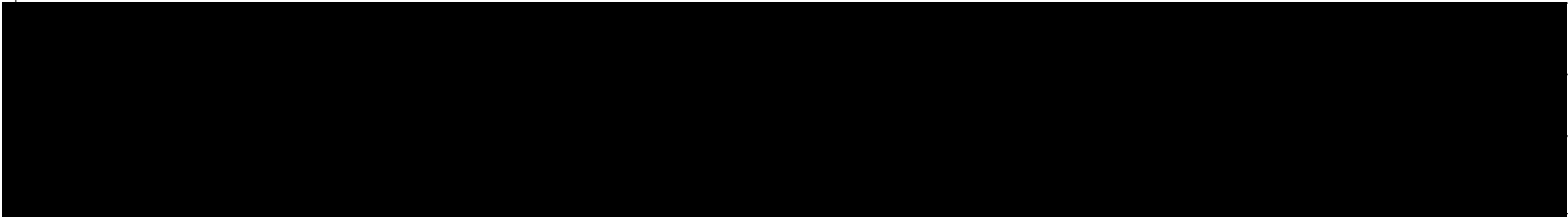
45. Remarks
 APPOINTMENT AFFIDAVIT EXECUTED 01/27/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.
 TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.

| | | | | | | |
|--|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 02/04/2021 | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | |
|--|--------------|--|------------------|---------------------|---|--|--------------------------------|-----------------------|--|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) LEWIS, ANN L | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/28/2021 | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SENIOR ADVISOR SBGS0062 SBGS62 | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | GS | 0340 | 15 | 07 | 172,500.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | 132,552.00 | | 39,948.00 | | 172,500.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | |
| | | | | | | SB 312100000000000000 PP 05 2021 | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|--|-----|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | 41. | | 42. | | 43. | | 44. | | |

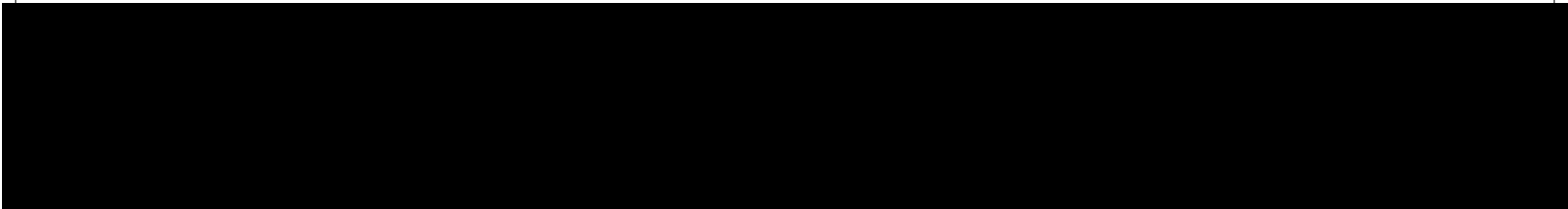
45. Remarks
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED
 APPOINTMENT IS INDEFINITE.

| | | | | | | |
|--|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 02/22/2021 | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|---------------------|---|---|--------------------------------|------------------------------------|--|--|--|---|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) DEFRANCESCO III , SALVATORE RA | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/06/2021 | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0729 SCH157 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 11 | | 19. Step or Rate 01 | | 20. Total Salary/Award 72,750.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 55,756.00 | | 20B. Locality Adj. 16,994.00 | | 20C. Adj. Basic Pay 72,750.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION ADA/GC & BD OFC/GOVERNMENT CONTRACTING | | | | | | SB 31826000000000000000 PP 14 2021 | | | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | |
|---|--|-----|--|-----|--|------------------------|--|-----|----------------------------|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | E - Exempt N - Nonexempt | | | | | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |

45. Remarks

WELCOME TO THE U.S SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED: 07/06/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | | | 48. Personnel Office ID 1826 | | 49. Approval Date 07/01/2021 |
| | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|--|--|--|--------------------|---------------------|---|--|--------------------------------|-------------------------------------|--|----------------------------------|-------------------------------|---|------------------------------|
| 1. Name (Last, First, Middle) COFIELD, NATALIE M | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0061 ES0061 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan ES | 17. Occ. Code 0340 | 18. Grade or Level 00 | 19. Step or Rate 00 | 20. Total Salary/Award 183,100.00 | 21. Pay Basis PA |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 183,100.00 | | 20B. Locality Adj. .00 | | 20C. Adj. Basic Pay 183,100.00 | 20D. Other Pay .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC/ENTREPRENEURIAL DEV OFC/WOMEN'S BUS OWNERSHIP | | | | | | | |
| | | | | | | SB 317250000000000000 PP 05 2021 | | | | | | | |

EMPLOYEE DATA

POSITION DATA

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 3 | <small>1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved</small> | | E | <small>E - Exempt N - Nonexempt</small> | | | | 8888 | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | 42. | 43. | 44. | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/08/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | |

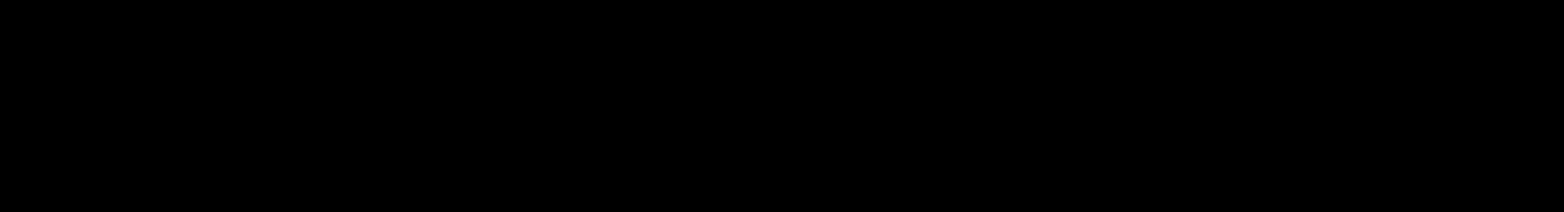
NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|---|--|--|--|--|--|--------------------|--|--|--|----------------|--|--------------------|--|----------------------------|--|------------------------|--|---------------|--|
| 1. Name (Last, First, Middle) HARRIFORD, WILLIE L | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/31/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority REG 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number WHITE HOUSE LIAISON SBGS0695 SCH134 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan | | 17. Occ. Code | | 18. Grade or Level | | 19. Step or Rate | | 20. Total Salary/Award | | 21. Pay Basis | |
| | | | | | | | | | | | | GS | | 0301 | | 14 | | 01 | | 122,530.00 | | PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | | | | | | | | | |
| | | .00 | | | | .00 | | 93,907.00 | | 28,623.00 | | 122,530.00 | | .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 03 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | N - Nonexempt | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code | | 48. Personnel Office ID | | 49. Approval Date | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |
| SB00 | | 1826 | | 02/01/2021 | | | | | | | | | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|---------------------|---|--|--------------------------------|------------------------------------|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) EADDY, BAJEYAH | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 05/24/2021 | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C AUTH 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0715 SCH146 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 13 | | 19. Step or Rate 01 | | 20. Total Salary/Award 103,690.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 79,468.00 | | 20B. Locality Adj. 24,222.00 | | 20C. Adj. Basic Pay 103,690.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 11 2021 | | | | | | | | | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | | | | | | | |
|--|--|---|--|--|--|--|--|--|--|--|--|----------------------------|--|------|--|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | | E - Exempt N - Nonexempt | | | | | | 8888 | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. APPOINTMENT AFFIDAVIT EXECUTED 05/24/2021. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED APPOINTMENT IS INDEFINITE. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. FROZEN SERVICE: 00 YRS. 00 MOS. YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 05/20/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

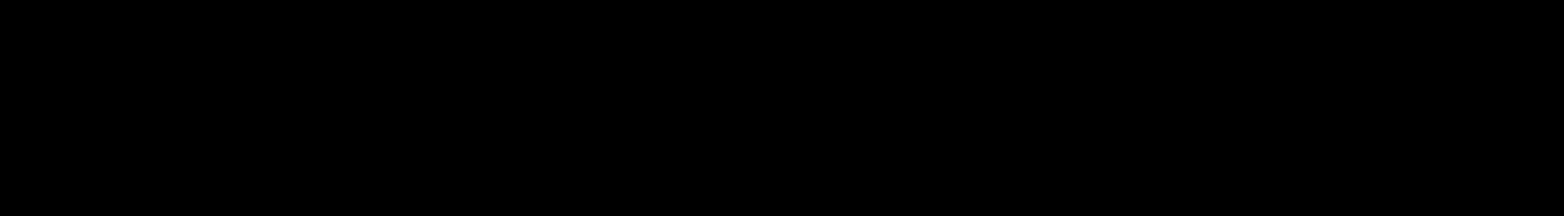
NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) WRIGHT, JEROME | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/06/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCHEDULE C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number CONFIDENTIAL ASSISTANT SBGS0724 SCH152 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 11 | | 19. Step or Rate 04 | | 20. Total Salary/Award 80,027.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 61,333.00 | | 20B. Locality Adj. 18,694.00 | | 20C. Adj. Basic Pay 80,027.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 14 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 07/06/2021. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. FROZEN SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 07/01/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|---|--------------------|---------------------|---|----------------|-----------------------|-------------------|---------------|--|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) RENTERIA, ALEJANDRO | | | | | | | | | | 4. Effective Date 07/06/2021 | | | |
| FIRST ACTION | | | | | SECOND ACTION | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | 6-A. Code | | 6-B. Nature of Action | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | 6-C. Code | | 6-D. Legal Authority | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | | | |
| 7. FROM: Position Title and Number | | | | | 15. TO: Position Title and Number DEP ASST ADMR CONGRESNL & LEGIS AFF SBGS0722 SCH149 | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 15 | 01 | 144,128.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 110,460.00 | | 33,668.00 | | 144,128.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CONGR & LEGIS AFFAIRS | | | | | | | | |
| | | | | | SB 312300000000000000 PP 14 2021 | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |
| | | | | | | | | | |

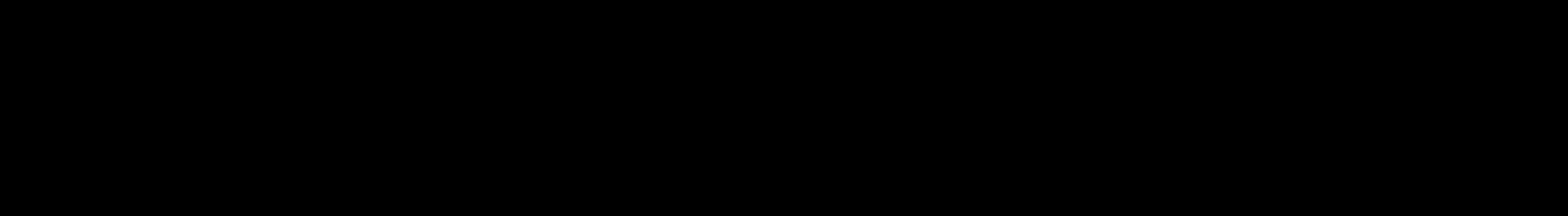
45. Remarks
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION.
 YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL
 .
 APPOINTMENT AFFIDAVIT EXECUTED 07/06/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: NEVER COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 06/30/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---------------------|---|--|--------------------------------|------------------------------------|--|--|--|---|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) MARTINSON, SHEA ELISE | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number CONFIDENTIAL ASSISTANT SBGS0704 SBGS70 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 09 | | 19. Step or Rate 01 | | 20. Total Salary/Award 60,129.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 46,083.00 | | 20B. Locality Adj. 14,046.00 | | 20C. Adj. Basic Pay 60,129.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 05 2021 | | | | | | | | | | | | | | | | | |

EMPLOYEE DATA



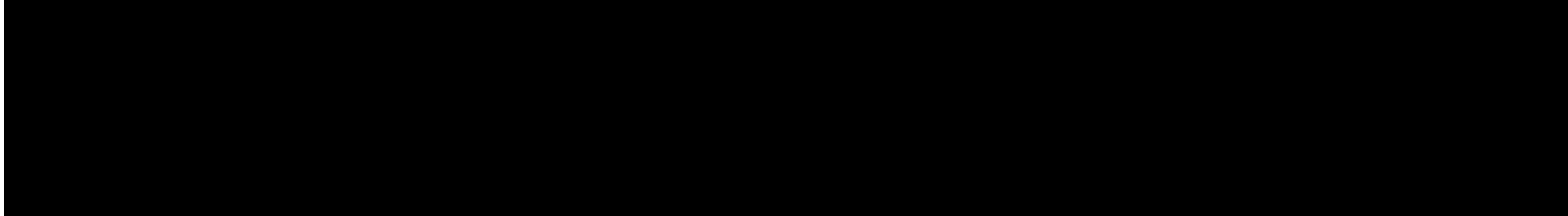
POSITION DATA

| | | | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|------------------------|--|--|--|----------------------------|--|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | 8888 | | | |
| 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 03/01/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/08/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

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|--|--|--|--------------------|---------------------|---|--|--------------------------------|-----------------------|--|--------------------|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) GRIFFIN, ANTWAUN D | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/01/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number CHIEF OF STAFF SBES3236 ES3236 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 07 2021 | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|---|--|--|-----------------------------|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 3 | 1 - Competitive Service 2 - Excepted Service | 3 - SES General 4 - SES Career Reserved | E | E - Exempt N - Nonexempt | | | | 8888 | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |
| | | | | | | | | | |

45. Remarks
 WELCOME TO US SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL
 APPOINTMENT AFFIDAVIT EXECUTED 4/1/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: PREVIOUS RETIREMENT COVERAGE
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.
 TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE.
 HEALTH BENEFITS COVERAGE CONTINUES.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 03/26/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|--|-------------------------|---|----------------------|--|---|--|--------------------------------|------------------------|--|--------------------|----------------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) MONTAGNA, NICOLA S | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/20/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 05/19/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y9K | | 5-D. Legal Authority SCH C 213.3302(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0696 SCH135 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 11 | 01 | 72,750.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 55,756.00 | | 16,994.00 | | 72,750.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CAPITAL ACCESS | | | | | | | |
| | | | | | | SB 316200000000000000 PP 02 2021 | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 2 | 1 - Competitive Service | 3 - SES General | 2 - Excepted Service | 4 - SES Career Reserved | E | E - Exempt | N - Nonexempt | | | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | |
| | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 01/28/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | |

| CERTIFICATION OF ETHICS AGREEMENT COMPLIANCE | |
|---|--|
| Senate Confirmed Presidential Appointee | |
| 1. Appointee's Information | a. Appointee's Name: to be completed by OGE Isabel Guzman |
| | b. Position Title: to be completed by OGE Administrator |
| | c. Agency: to be completed by OGE Small Business Administration |
| | d. Date Ethics Agreement Signed: to be completed by OGE January 27, 2021 |
| | e. Date Confirmed: to be completed by OGE March 16, 2021 |
| | f. Due Date for Certification of Ethics Agreement Compliance: to be completed by OGE June 21, 2021 |
| 2. Resignations | <p><i>I completed all of the resignations indicated in my ethics agreement before I assumed the duties of my current government position.</i></p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A </p> |
| 3. Divestitures | <p>a. <i>I have completed all of the divestitures indicated in my ethics agreement. I also understand that I may not repurchase these assets during my appointment without OGE's prior approval.</i></p> <p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A </p> |
| | <p>b. <i>I have filed a periodic transaction report, or periodic transaction reports, (OGE Form-T) to disclose the completion of these agreed upon divestitures.</i></p> <p style="text-align: center;"> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A </p> <p style="text-align: center;">Filing Date(s) of OGE Form 278-T Report(s):</p> |
| 4. Managed Accounts | <p><i>If I have a managed account or use the services of an investment professional, I have notified the manager or professional of the limitations indicated in my ethics agreement. In addition, I am continuing to monitor purchases.</i></p> <p style="text-align: center;"> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A </p> |
| 5. Interim Recusals | <p><i>I complied with my interim recusal obligations pending the divestitures required by my ethics agreement.</i></p> <p style="text-align: center;"> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A </p> |

| | | |
|--|--|--|
| <p>6. Recusals</p> <p><i>(Note: These factual statements describe the appointee's current status. They are not intended to modify ethics agreement commitments or create new recusal obligations.)</i></p> | <p>a. As required by 18 U.S.C. § 208, I will continue to recuse from particular matters in which I know I have a personal or imputed financial interest directly and predictably affected by the matter, unless I receive a waiver or qualify for a regulatory exemption.</p> | <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> |
| | <p>b. I am recusing from particular matters in which any former employer or client I served in the past year is a party or represents a party, unless I have been authorized under 5 C.F.R. § 2635.502(d).</p> | <p><input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p> |
| | <p>c. I am recusing from particular matters in which any former employer or client I served in the two years prior to my appointment is a party or represents a party, unless I have received a waiver under Exec. Order 13989.</p> | <p><input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A</p> |
| <p>7. Waivers and Authorizations</p> <p><i>(Consult with your agency's DAEO if uncertain under what authority a waiver or authorization was granted.)</i></p> | <p>a. I received a waiver pursuant to 18 U.S.C. § 208.</p> <p>If yes, indicate the date of the waiver and indicate the financial interest covered by the waiver.</p> | <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date: Financial interest:</p> |
| | <p>b. I received a waiver pursuant to Executive Order 13989.</p> <p>If yes, indicate the date of the waiver and the subject of the waiver (i.e., applicable paragraph of the ethics pledge, parties, particular matters, specific issue areas, as applicable).</p> | <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date: Subject:</p> |
| | <p>c. I received an authorization pursuant to 5 C.F.R. § 2635.502(d).</p> <p>If yes, indicate date of authorization and identify the covered person(s) as to whom you have been authorized (e.g., former employer, former client, spouse's employer, spouse's current client, etc.).</p> | <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date: Covered person(s):</p> |
| | <p>d. I received a waiver pursuant to 5 C.F.R. § 2635.503(c).</p> <p>If yes, indicate the date of the waiver and identify the former employer or payer.</p> | <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date: Former employer or payer:</p> |

| | | | |
|---|---|---|--|
| 8. Payments, Accelerations, or Divestitures Required to be Completed Prior to Entering Government Service | Mark this box if not applicable: <input checked="" type="checkbox"/> | a. <i>If I committed that I would forfeit a financial interest or payment, unless it was received or accelerated prior to my assumption of the duties of the government position:</i> | <input type="radio"/> <i>I received it (or it was accelerated) prior to my assumption of the duties of the position.</i> <input type="radio"/> <i>I received it (or if was accelerated after my assumption of the duties of the position.</i> <input type="radio"/> <i>I forfeited it.</i> |
| | | b. Financial interest or payment at issue: | |
| 9. Requirements for Regular Appointees | <i>I have completed my initial ethics briefing, pursuant to 5 C.F.R. § 2638.305.</i> | | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A |
| | <i>If you are a Special Government Employee (SGE) or career Foreign Service Officer (FSO), select N/A.</i> | | |
| | <i>I have signed the ethics pledge pursuant to Executive Order 13989.</i> | | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A |
| | <i>If you are a SGE or career FSO or previously signed the pledge, select N/A.</i> | | |
| 10. Additional Ethics Agreement Requirements | to be completed by OGE | to be completed by appointee | <i>I am complying with these requirements as described in the adjacent box.</i> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A |
| 11. Comments of Appointee | Pursuant to my Ethics Agreement, effective March 16, 2021, I sold my equity interest in GovContractPros, LLC for an amount that was fixed before I assumed the duties of the position of Administrator. | | |
| Any intentionally false or misleading statement or response provided in this certification is a violation of law punishable by a fine or imprisonment, or both, under 18 U.S.C. § 1001. | | | |
| <i>I certify that the information I have provided is complete and accurate.</i> | Appointee's Signature: <i>Charles C. May</i> | | Date: <i>6/17/21</i> |
| | | | |

Privacy Act Statement

Section 110 of the Ethics in Government Act of 1978, as amended, requires the reporting of this information. The primary use of the information on this report is for review by Government officials to determine an appointee's compliance with applicable Federal laws and regulations, and the appointee's Ethics Agreement. Failure to provide the requested information may result in notification of lack of compliance to the Senate and the head of the appointee's agency, or the White House, and/or could result in OGE declining to certify the appointee's financial disclosure reports. The appointee could also be required to recuse from matters based on uncertainty as to whether they have divested or resigned from a matter determined to raise potential conflicts.

This information will be publically posted to the OGE website at www.oge.gov in accordance with [OGE/GOVT-1](#), Executive Branch Personnel Public Financial Disclosure Reports and Other Name-Retrieved Ethics Program Records (routine use "k."). Please see [OGE/GOVT-1](#) for more information about the maintenance and disclosure of this information.

Filing the Certification of Ethics Agreement Compliance

Your position as one of our government's most senior leaders brings with it extraordinary responsibilities. One of those responsibilities is to serve as a role model for all executive branch employees by demonstrating a commitment to ethical principles and actively seeking to avoid conflicts of interest. This includes compliance with the ethics agreement you signed prior to and as a condition of your confirmation. By signing this Certification of Ethics Agreement Compliance (Certification) you certify that you have complied with the terms of your ethics agreement. The information below is intended to help you timely meet your obligation to complete and submit this form to the U.S. Office of Government Ethics (OGE).

You are required to comply with the provisions of your ethics agreement within three months of the date of your confirmation, unless otherwise specified. Please:

- Review your ethics agreement carefully.
- If your ethics agreement requires you to resign from an outside position, please note that resignations are generally required "upon confirmation."
- Identify any provisions of your ethics agreement that may require coordination with an account manager or other third party.
- Initiate any necessary action early enough to timely comply with your ethics agreement.
- If you qualify for and wish to request a Certificate of Divestiture, please submit your request as soon as possible through your agency's Designated Agency Ethics Official (DAEO).

If your ethics agreement specifies that you have more than three months to comply with a particular provision, you must still comply with the remaining provisions within the standard three-month period and submit a Certification (through your agency's DAEO) within seven days thereafter. If you have not complied with a provision of your ethics agreement, please provide an explanation in Box 11, Comments of Appointee. You will be provided with an additional Certification to complete and submit to OGE to certify that you have complied with all provisions of your ethics agreement.

Extensions: OGE may grant an extension of time for complying with a provision of your ethics agreement if, in its sole discretion, it determines that an unusual hardship has/will prevent you from complying timely. Generally, waiting for an account manager to sell an interest, not being able to locate records, or waiting for OGE to process a request for a Certificate of Divestiture are not considered unusual hardships. As noted in the Privacy Act Statement above, not submitting your Certification may result in notification of lack of compliance to the Senate, the head of your agency, or the White House. OGE may also decline to certify your financial disclosure reports. You may also be required to recuse from matters based on uncertainty as to whether they have divested or resigned from a matter determined to raise potential conflicts. OGE may also post a notice on its website, in place of your Certification, stating that you have not yet submitted the required certification.

While it is your personal responsibility to take the steps necessary to comply with your ethics agreement, your agency's DAEO is available to assist you in completing this Certification and submitting it to OGE. Any questions you may have should be directed to your agency's DAEO.

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|---|--|---|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|--|--|----------------------------|--|
| 1. Name (Last, First, Middle) HARDGE JR, PRESTON E | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/31/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 570 | | 5-B. Nature of Action CONV TO EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number LEGISLATIVE POLICY ADVISOR SBGS0042 SCH136 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 12 | | 19. Step or Rate 01 | | 20. Total Salary/Award 87,198.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 66,829.00 | | 20B. Locality Adj. 20,369.00 | | 20C. Adj. Basic Pay 87,198.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CONGR & LEGIS AFFAIRS | | | | | | SB 312300000000000000 PP 11 2021 | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| <div style="background-color: black; height: 100px; width: 100%;"></div> | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | | | 49. Approval Date 02/05/2021 | | | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|-------------------------|--|----------------------|--|---|--|--------------------------------|------------------------|--|------------------|------------------------|----------------------------|--|--|--|
| 1. Name (Last, First, Middle) MADRID, MARK L | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/16/2021 | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 146 | | 5-B. Nature of Action SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code AWM | | 5-F. Legal Authority OPM FORM 1652 | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0210 ES0210 | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | | |
| | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay | | | |
| | | .00 | | | | .00 | 183,100.00 | | .00 | | 183,100.00 | .00 | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC/ENTREPRENEURIAL DEV | | | | | | | | | |
| | | | | | | SB 317200000000000000 PP 04 2021 | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| [REDACTED] | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 3 | 1 - Competitive Service | 3 - SES General | 2 - Excepted Service | 4 - SES Career Reserved | E | E - Exempt | N - Nonexempt | | | | | 8888 | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | |
| 45. Remarks APPOINTMENT AFFIDAVIT EXECUTED 02/16/2021 WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 02/21/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|--|--------------------|---------------------|---|--|--------------------------------|-----------------------|--|--------------------|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) CORLEY, KENDALL L | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/12/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C AUTH 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DEPUTY CH OF STAFF (EXTERNAL) SBGS0080 SCH140 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 15 | 07 | 172,500.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 132,552.00 | | 39,948.00 | | 172,500.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 08 2021 | | | | | | | |

EMPLOYEE DATA

POSITION DATA

| | | | | | | | | | | |
|---|--|--|--|--|------------------------|--|--|----------------------------|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 2 | <small>1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved</small> | | E | <small>E - Exempt N - Nonexempt</small> | | | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION THIS APPOINTMENT WORKS AT THE PLEASURE OF THE APPOINTING AUTHORITY, ADMINISTRATOR APPOINTMENT AFFIDAVIT EXECUTED 4/12/2021 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED APPOINTMENT IS INDEFINITE. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212. POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION. | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 04/11/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | |

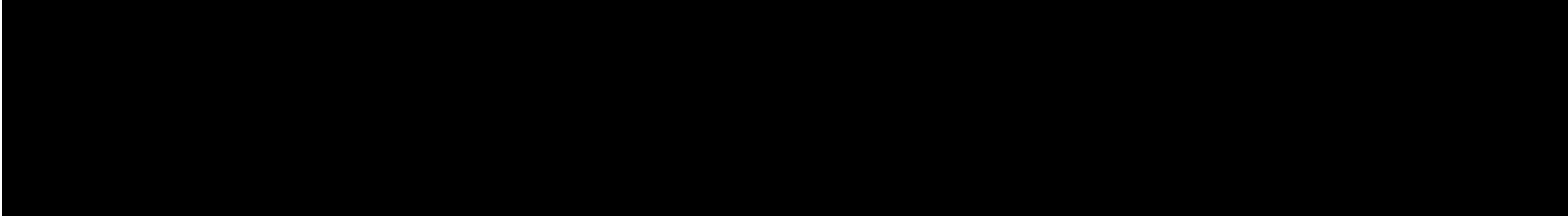
NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|--|---|--|--|--|--|--|--|--|--|--|------------------------------|--|---------------------------------|--|-------------------------------|--|---|--|----------------------------|--|
| 1. Name (Last, First, Middle) NEGRON, MICHAEL A | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/20/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 05/19/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code Y9K | | 5-D. Legal Authority SCH C 213.3302(A) | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ASST SBGS0697 SCH137 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan GS | | 17. Occ. Code 0301 | | 18. Grade or Level 14 | | 19. Step or Rate 07 | | 20. Total Salary/Award 147,034.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 112,687.00 | | 20B. Locality Adj. 34,347.00 | | 20C. Adj. Basic Pay 147,034.00 | | 20D. Other Pay .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 02 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 2 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| 2 | | 2 - Excepted Service | | 4 - SES Career Reserved | | N - Nonexempt | | | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 01/20/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NOT PREVIOUSLY COVERED. EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. APPOINTMENT IS INDEFINITE. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 01/21/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | |
|--|--|--|--------------------|---------------------|---|--|--------------------------------|-------------------------------------|--|----------------------------------|---------------------------|--|---------------------------------|-------------------------------|---|----------------------------|
| 1. Name (Last, First, Middle) GUZMAN, ISABELLA C | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/17/2021 | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | |
| 5-C. Code ZNM | | 5-D. Legal Authority PL 85 536 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ADMINISTRATOR SBES2000 EX0001 | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | | | 16. Pay Plan EX | 17. Occ. Code 0340 | 18. Grade or Level 03 | 19. Step or Rate 00 | 20. Total Salary/Award 168,400.00 | 21. Pay Basis PA |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 168,400.00 | | 20B. Locality Adj. .00 | | 20C. Adj. Basic Pay 168,400.00 | | 20D. Other Pay .00 | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | | | | |
| | | | | | | SB 312100000000000000 PP 06 2021 | | | | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | | | |
|---|--|---|--|--|--|------------------------|-----------------------------|-----|----------------------------|--|--|
| 34. Position Occupied | | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | |
| 2 | | 1 - Competitive Service 2 - Excepted Service | | 3 - SES General 4 - SES Career Reserved | | E | E - Exempt N - Nonexempt | | 8888 | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |

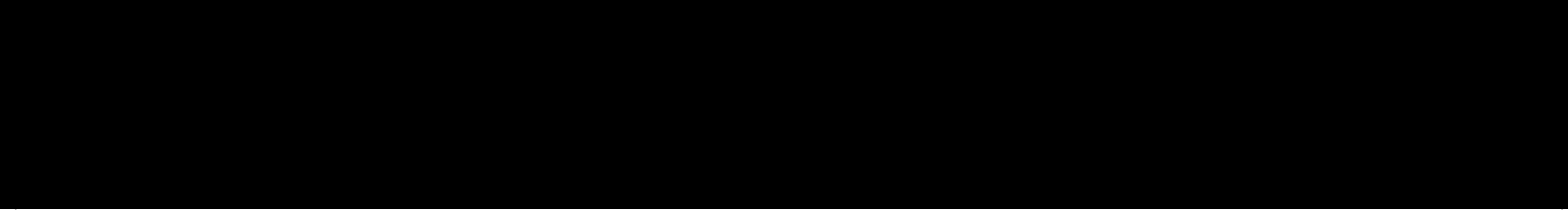
45. Remarks
 WELCOME TO THE US SMALL BUSINESS ADMINISTRATION
 CONTINUATION OF PAY FREEZE- SECTION 748 OF DIVISION E OF THE CONSOLIDATED
 APPROPRIATIONS ACT, 2021
 APPOINTMENT IS INDEFINITE.
 APPOINTMENT AFFIDAVIT EXECUTED 03/17/2021
 PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 ELIGIBLE FOR HEALTH BENEFITS

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 03/19/2021 | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|---|--------------------|---------------------|---|---|--------------------------------|-------------------|--|--------------------|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) BROWN, GEORGE DAVID | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06/21/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | 6-A. Code | | 6-B. Nature of Action | | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | 6-C. Code | | 6-D. Legal Authority | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number DEPUTY ASSOC ADMINSTRATOR SBGS0719 SCH148 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | GS | 0301 | 15 | 01 | 144,128.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 110,460.00 | | 33,668.00 | | 144,128.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFC OF CONGR & LEGIS AFFAIRS | | | | | | | |
| | | | | | | SB 312300000000000000 PP 13 2021 | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |
| | | | | | | | | | |

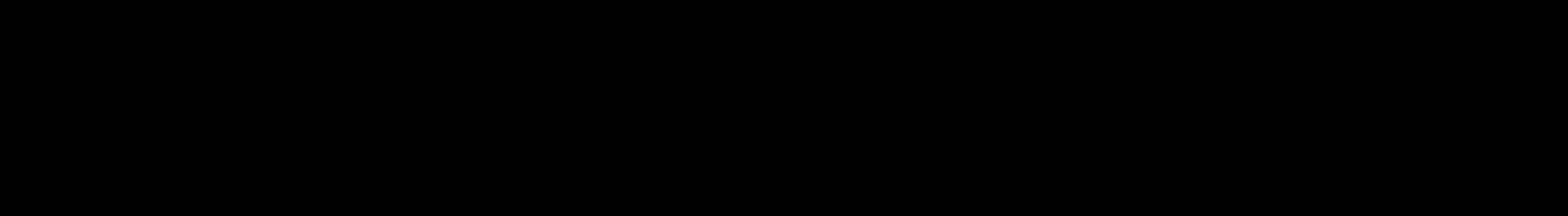
45. Remarks
 WELCOME TO SBA YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT AFFIDAVIT EXECUTED 6/21/2021
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 PREVIOUS RETIREMENT COVERAGE: COVERED
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 APPOINTMENT IS INDEFINITE.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 06/25/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|--|--------------------|---------------------|---|---|--------------------------------|-----------------------|--|--------------------|------------------|------------------------|----------------|
| 1. Name (Last, First, Middle) HIDALGO, BEATRICE MARIA | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/07/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 546 | | 5-B. Nature of Action CONV TO SES NONCAREER APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code V4L | | 5-D. Legal Authority 5 USC 3394(A) NONCAR | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0170 ES0170 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | | | ES | 0340 | 00 | 00 | 183,100.00 | PA |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | 20D. Other Pay |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION ADA/GC & BD OFC/GOVERNMENT CONTRACTING | | | | | | | |
| | | | | | | SB 318260000000000000 PP 05 2021 | | | | | | | |

EMPLOYEE DATA



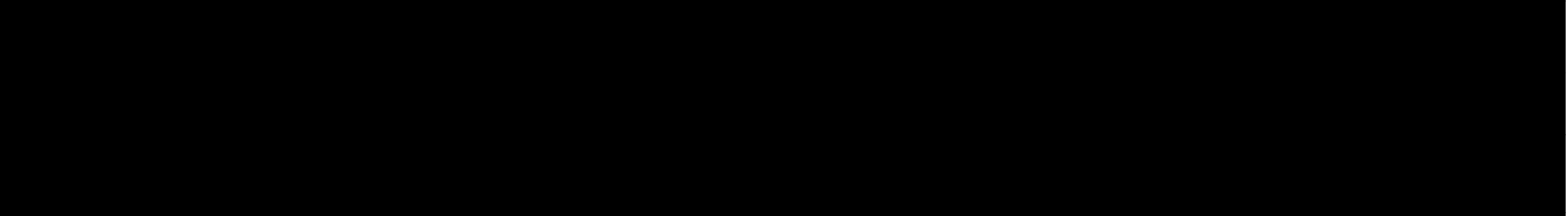
POSITION DATA

| | | | | | | | | | | | |
|--|---|--|-------------------|--|------------------------|--|--|----------------------------|--|--|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | | | |
| 3 | 1 - Competitive Service 2 - Excepted Service | 3 - SES General 4 - SES Career Reserved | E | E - Exempt N - Nonexempt | | | | 8888 | | | |
| 38. Duty Station Code 11-0010-001 | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | |
| 45. Remarks CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 03/09/2021 | | ELIAS HERNANDEZ CHIEF HUMAN CAPITAL OFFICER | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | |
|---|--|---|--------------------|---------------------|---|--|--------------------------------|------------------------------------|--|--|-------------------------------|---|------------------------------|
| 1. Name (Last, First, Middle) JAMES, ISABELLE P | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 03/01/2021 | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action EXC APPT | | | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Y7M | | 5-D. Legal Authority SCH C 213 3332 | | | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPEC ADVSR SBGS0780 SBGS78 | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | | 13. Pay Basis | 16. Pay Plan GS | 17. Occ. Code 0301 | 18. Grade or Level 14 | 19. Step or Rate 02 | 20. Total Salary/Award 126,614.00 | 21. Pay Basis PA |
| 12A. Basic Pay | | 12B. Locality Adj. .00 | | 12C. Adj. Basic Pay | | 12D. Other Pay .00 | | 20A. Basic Pay 97,037.00 | | 20B. Locality Adj. 29,577.00 | | 20C. Adj. Basic Pay 126,614.00 | 20D. Other Pay .00 |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION OFFICE OF THE ADMINISTRATOR | | | | | | | |
| | | | | | | SB 312100000000000000 PP 05 2021 | | | | | | | |

EMPLOYEE DATA



POSITION DATA

| | | | | | | | | | |
|---|-------------------------|-------------------------|--|---------------|------------------------|-----|--|----------------------------|--|
| 34. Position Occupied | | | 35. FLSA Category | | 36. Appropriation Code | | | 37. Bargaining Unit Status | |
| 2 | 1 - Competitive Service | 3 - SES General | E | E - Exempt | | | | 8888 | |
| | 2 - Excepted Service | 4 - SES Career Reserved | | N - Nonexempt | | | | | |
| 38. Duty Station Code 11-0010-001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | |

45. Remarks
 APPOINTMENT AFFIDAVIT EXECUTED 03/01/2021.
 PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED.
 FROZEN SERVICE: 00 YRS. 00 MOS.
 CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS.
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE.
 WELCOME TO THE U.S. SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL.
 APPOINTMENT IS INDEFINITE.
 YOU MAY CHANGE HEALTH BENEFITS ENROLLMENT WITHIN 60 DAYS AFTER THE EFFECTIVE DATE OF THIS ACTION.
 PAY SET USING THE SUPERIOR QUALIFICATIONS AND SPECIAL NEEDS PAY-SETTING AUTHORITY UNDER 5 CFR 531.212.

| | | | | | |
|--|--|--|--|--|--|
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | |
| 47. Agency Code SB00 | 48. Personnel Office ID 1826 | 49. Approval Date 02/24/2021 | ELIAS HERNANDEZ | | |
| | | | CHIEF HUMAN CAPITAL OFFICER | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---|--|---|--|--|--|--------------------|--|--|--|----------------|--|--------------------|--|----------------------------|--|------------------------|--|---------------|--|
| 1. Name (Last, First, Middle) HIDALGO, BEATRICE MARIA | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/16/2021 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 190 | | 5-B. Nature of Action PROVISIONAL APPT NTE 03/08/21 | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code V4M | | 5-D. Legal Authority 5USC3394(A) LTD TERM | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number ASSOCIATE ADMINISTRATOR SBES0170 ES0170 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan | | 9. Occ. Code | | 10. Grade or Level | | 11. Step or Rate | | 12. Total Salary | | 13. Pay Basis | | 16. Pay Plan | | 17. Occ. Code | | 18. Grade or Level | | 19. Step or Rate | | 20. Total Salary/Award | | 21. Pay Basis | |
| | | | | | | | | | | | | ES | | 0340 | | 00 | | 00 | | 183,100.00 | | PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | | | | | | | | | |
| | | .00 | | | | .00 | | 183,100.00 | | .00 | | 183,100.00 | | .00 | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization SMALL BUSINESS ADMINISTRATION ADA/GC & BD OFC/GOVERNMENT CONTRACTING | | | | | | | | | | | | | | | | | |
| | | | | | | SB 318260000000000000 PP 04 2021 | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | | | 35. FLSA Category | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status | | | | | |
| 3 | | 1 - Competitive Service | | 3 - SES General | | E | | E - Exempt | | | | | | | | 8888 | | | | | | | |
| | | 2 - Excepted Service | | 4 - SES Career Reserved | | | | N - Nonexempt | | | | | | | | | | | | | | | |
| 38. Duty Station Code 11-0010-001 | | | | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC | | | | | | | | | | | | | | | | | |
| 40. Agency Data | | 41. | | 42. | | 43. | | 44. | | | | | | | | | | | | | | | |
| 45. Remarks WELCOME TO THE SMALL BUSINESS ADMINISTRATION. YOUR POSITION MAY BE RENEWED AT THE DISCRETION OF THE APPOINTING OFFICIAL. APPOINTMENT AFFIDAVIT EXECUTED 02/16/2021 FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: NEVER COVERED EMPLOYEE IS AUTOMATICALLY COVERED UNDER FERS, FERS-RAE OR FERS-FRAE. VETERAN PREFERENCE IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. TENURE AS USED FOR 5 USC 3502 IS NOT APPLICABLE TO THE SENIOR EXECUTIVE SERVICE. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency SMALL BUSINESS ADMINISTRATION | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: | | | | | | | | | | | |
| 47. Agency Code SB00 | | 48. Personnel Office ID 1826 | | 49. Approval Date 02/04/2021 | | ELIAS HERNANDEZ | | | | | | CHIEF HUMAN CAPITAL OFFICER | | | | | | | | | | | |