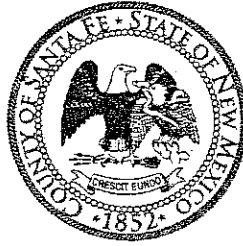


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Memorandum

To: Santa Fe County Board of County Commissioners

Through: Kathrine Miller, County Manager
Rachel O'Connor, Santa Fe County Community Services Department

From: Lupe Sanchez
Santa Fe County DWI Program

Date: October 30, 2017

Subject: APPOINTMENT OF AMANDA GRUNDLER TO THE DWI PLANNING COUNCIL

Issue:

This is concerning the appointment of Amanda Grundler to the DWI Planning Council. Mrs. Grundler will be representing the City of Santa Fe Police Department/Vehicle Forfeiture program.

Background:

The New Mexico Legislature enacted NMSA 1978, Sections 11-6A-1 through 11-6A-6 to address the serious problems caused by Driving While Intoxicated (DWI) in the State. Funds are generated from excise tax on the sale of alcohol, collected by the New Mexico Department of Taxation and Revenue, and administered by the Department of Finance and Administration (DFA). One of the requirements is that the county receiving funds must have a County DWI Planning Council to serve in an advisory capacity to the Board of County Commissioners.

Resolution 1997-87 established the original DWI Planning Council consisting of at least nine standing committee members. At this time there are currently five active members.

Tom Starke	(Concerned Citizen)
Jay Spoonheim	(Faith Community)
Tamara Zawistowski	(Consumer)
Christine Wendel	(Recovery Community)
John Mowen	(Business Community)
Erica Abeyta	(Santa Fe Community College)

The DWI program through an advertisement on the County website sought citizens to serve on the Santa Fe County DWI Planning Council. The advertisement was posted on September 6, 2017, with a deadline date to submit applications of September 22, 2017. The DWI program received one application. After reviewing the application for membership the current Planning Council Members and Staff are recommending the appointment of the following individual;

Amanda Grundler

(Santa Fe Police/ Vehicle Forfeiture)

Staff Recommendation:

With the support of the Santa Fe County DWI Planning Council staff recommends the appointment of Amanda Grundler for the DWI Planning Council.

September 7, 2017

Re: *Application to be on the DWI Council for the County of Santa Fe*

To the Board of County Commissioner:

Please consider this correspondence a request to participate on the DWI Council.

For the past eight years I have worked at the Santa Fe Police Department and City Attorney's Office to assist in the safety of our streets by being a coordinator for the DWI Vehicle Forfeiture Program for the City of Santa Fe. I have learned many of the issues and needs between the courts, county, city and Motor Vehicle Department. It's a very complex and controversial issue that affects all ages, gender, the rich and poor. I have attended for almost two years the monthly DWI Council meetings and have learned from different agencies that attend. I am hoping to work with the County and the all those affiliated with the DWI Council by being the newest member of the DWI Council. I wish to learn from one another and assist in eradicating DWI throughout Santa Fe County and New Mexico as a whole. Thank you for your consideration.

Sincerely,



Amanda Grundler

DWI Vehicle Forfeiture Program Coordinator

2515 Camino Entrada

Santa Fe, New Mexico 87505

Telephone: (505) 955-5400

Facsimile: (505) 955-5021

E-mail: arkatz@santafenm.gov



Amanda Grundler

D.W.I. & S.T.O.P. Programs Coordinator at the Santa Fe Police
Department
City of Santa Fe
Santa Fe, New Mexico

Received the 2011 and 2012 civilian of the second and fourth quarter. Numerous television, radio, and newspaper interviews and articles about the DWI and STOP programs pertaining to the City of Santa Fe's ordinances. Advised the County of Bernalillo and Santa Fe County about laws, ordinances, and forms regarding the DWI vehicle forfeiture program.

D.W.I. & S.T.O.P. Program Coordinator

Company Name City of Santa Fe

Dates Employed Jan 2011 – Present

Employment Duration 7 yrs 8 mos

Location Santa Fe Police Department, 2515 Camino Entrada, Santa Fe, NM 87507

Responsible for the administrative aspects of the Photo Speed Enforcement, (STOP) and DWI vehicle forfeiture programs. This includes but is not limited to daily client releases, hearing requests, and interlock services. Set up and maintain the websites pertaining to the DWI program and the Santa Fe Traffic Operations program ('S.T.O.P.'). All legal aspects of habitual DWI offenders, set up a phone line for both programs with Spanish availability. Put all forms in Spanish and English, assist all clients, claimants, maintain packet material of vehicles. All professional service and legal agreements including five hearing officers, a translator, and a contract with Sungard for ITT services. Work closely with attorneys, councilors, politicians, New Mexico Department of Transportation, interlock providers, and inter departmental agencies.

Paralegal

Company Name City of Santa Fe

Dates Employed Sep 2006 – Jan 2011

Employment Duration 4 yrs 5 mos

Work closely with water, employment, land, criminal and civil law attorneys including monitoring of files, cases, contracts, and other documents; preparation of legal documents, and correspondence.

Education



University of Hartford

Degree Name Bachelors

Field Of Study Politics - International Relations

Dates attended or expected graduation 1998 – 2002

Activities and Societies: ♣ Recipient – Academic and arts scholarships.

Secretary – Progressive Student Alliance. Public relations correspondent –

Politics and Law Government. Model United Nations organizer – World Affairs

Council. Member – The Women's Center. Member – Spectrum Organization.

Organizer and editor – Hartford Teen Directory.

Denver Paralegal Institute

Featured Skills & Endorsements

Legal Writing See 35 endorsements for Legal Writing 35

Endorsed by 13 of Amanda's colleagues at City of Santa Fe

Government See 30 endorsements for Government 30

- Endorsed by 12 of Amanda's colleagues at City of Santa Fe

- **Public Speaking** See 27 endorsements for Public Speaking27

- Endorsed by 11 of Amanda's colleagues at City of Santa Fe
Amanda is also good at...

- **Research** See 23 endorsements for Research23

- **Policy** See 20 endorsements for Policy20

- **Strategic Planning** See 19 endorsements for Strategic Planning19

- **Program Management** See 17 endorsements for Program Management17

- **Community Outreach** See 12 endorsements for Community Outreach12

- **Nonprofits** See 11 endorsements for Nonprofits11

- **Grant Writing** See 11 endorsements for Grant Writing11

- **Microsoft Office** See 10 endorsements for Microsoft Office10

- **Social Media** See 7 endorsements for Social Media7

- **Editing** See 7 endorsements for Editing7

- **Public Relations** See 7 endorsements for Public Relations7

- **Customer Service** See 6 endorsements for Customer Service6

- **Non-profits** See 5 endorsements for Non-profits5

- **Event Planning** See 5 endorsements for Event Planning5

- **Social Networking** See 5 endorsements for Social Networking5

- **Microsoft Word** See 5 endorsements for Microsoft Word5

- **Microsoft Excel** See 5 endorsements for Microsoft Excel5

- **Civil Litigation** See 5 endorsements for Civil Litigation5

- **Grants** See 5 endorsements for Grants5

- **Public Policy**

- **PowerPoint** See 3 endorsements for PowerPoint3

- **Outlook** See 3 endorsements for Outlook3

- **System Administration** See 3 endorsements for System Administration3

- **Policy Analysis**

- **Program Development**

- Administration See 2 endorsements for Administration2
- Event Management See 2 endorsements for Event Management2
- Windows See 2 endorsements for Windows2
- Analysis See 2 endorsements for Analysis2
- **Law Enforcement**
- Supervisory Skills See 1 endorsement for Supervisory Skills1
- Enforcement See 1 endorsement for Enforcement1
- Homeland Security See 1 endorsement for Homeland Security1
- Access See 1 endorsement for Access1
- Administrative Assistants See 1 endorsement for Administrative Assistants1
- **Spanish**
- **Word**
- **Excel**
- **Writing**
- **Customer Relations**
- **Problem Solving**

