

**NEPCO Board of Directors
Position Description, Responsibilities, Activities and Contacts**

Vice President

Position Description:

NEPCO Bylaws Section 7.02: Vice President. The Vice President shall act in the place of the President in the event of his/her absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required by active membership. (A5, 10Feb17)

Responsibilities:

1. Support the President in preparing for both Board of Director's meetings and Membership Meetings to ensure smooth running meetings and a positive public image of the organization
2. Support other members of the Board as required to assist them in the accomplishment of their assigned duties
3. Research and prepare documentation (Word, Excel and/or PowerPoint) as data for other Board Members and the general membership's benefit related to topics of importance to NEPCO
4. Consolidate/update PowerPoint files for presentation & review at Board & Member meetings

Activities required by the responsibilities:

1. Be proactive, engage our Members
2. Provide a positive image of NEPCO to our Membership, government and non-government organizations and the public
3. Seek opportunities to grow our membership

Contacts:

El Paso County Government: <https://www.elpasoco.com/>

1. Development Services

2880 International Circle, Suite 110
Colorado Springs, CO 80910

- a. Craig Dossey, Executive Director
 - i. 719 520-7941 CraigDossey@elpasoco.com
- b. Mark Gebhart, Deputy Director
 - i. 719 520-6323 MarkGebhart@elpasoco.com
- c. Mike Hrebenar, Project Manager, Group Manager
 - i. 719 520-6442 MikeHrebenar@elpasoco.com
- d. Kari Parsons, Planner II

- i. 719 520-6306 KariParsons@elpasoco.com
- e. Raimere Fitzpatrick, Planner II
 - i. 719 520-6302 RaimereFitzpatrick@elpasoco.com
- f. Nina Ruiz, Planner II
 - i. 719 520-6313 NinaRuiz@elpasoco.com
- g. Gabe Sevigny, Planner I
 - i. 719-520-6300 GabeSevigny@elpasoco.com

2. Department of Public Works

3275 Akers Drive
Colorado Springs, CO 80922

- a. Jim Reid, Executive Director, Department of Public Works
 - i. 719 520-6900 JimReid@elpasoco.com
- b. Jennifer Irvine, County Engineer
 - i. (O) 719 520-6898 (C 719 332-6310 JenniferIrvine@elpasoco.com
- c. Troy Wiitala, Highway Manager
 - i. 719 520-7835 TroyWiitala@elpasoco.com

Town of Monument: www.townofmonument.org

645 Beacon Lite Road
Monument, CO 80132

1. Planning Department

- a. Larry Manning, Lanning Director
 - i. 719-884-8019 Lmanning@tomgov.org
- b. Jennifer Jones, AICP, Planner II
 - i. 719-884-8028 Jjones@tomgov.org

2. Public Works

- a. Tom Tharnish, Director of Public Works
 - i. 719-884-8011 Ttharnish@tomgov.org

Triview Metropolitan District: <https://triviewmetro.com/>

16055 Old Forest Point, Suite 300
Monument, CO 80132

Jim McGrady, District Manager

- a. Office: 719-602-4391 jmcgrady@triviewmetro.com
- b. Cell: 719-494-3782

Tom Vierzba
Vice Prersident

10 August 2018

NEPCO Board of Directors Vice President

