

PAULINA GUTIÉRREZ

An executive strategist with a career in policymaking that reaches across the aisle. Recognized as an engaging speaker and bridge builder; connecting complex and diverse ideas to enhance services and save resources.

PROFESSIONAL EXPERIENCE

CITY OF MILWAUKEE ELECTION COMMISSION, Milwaukee, WI

2023 – Present

Deputy Director

- Appointed to lead voter services, including voter registration, absentee voting, system access management, and campaign finance administration for the largest City in the State of Wisconsin.
- Manage full-time and temporary staff that fluctuates from 4 to over 400 to ensure smooth and efficient operations for all aspects voter services and reconciliation for all elections.
- Serve as the filing officer for all campaign-related reporting and administration. Working and communicating with over 90 campaign committees to ensure accurate and timely reporting. Engage with the State's Ethics Commission and the District Attorney's office for violations and complex issues.
- Lead the planning and administration of in-person early voting for the city. Ensure equipment, ballots, and other supplies are secured and ready for transport.
- Plan, organize and lead the City's Central Count, which occurs on election day and processes 20,000 to over 100,000 absentee ballots, and employs between 80 to over 400 staff per election.
- Responsible for managing the tracking and compliance for the chain of custody for all absentee ballots in the City of Milwaukee.
- Engage with media that can include live interviews, crisis communication, and/or voter education as necessary. Serve as a back-up to the Executive Director when necessary.
- Assess and help shape the department's responses to emerging and complex issues that may impact voting.
- Responsible for ensuring ongoing compliance of all internal processes and procedures with State Statutes and rules that define elections administration.

DEPARTMENT OF CORRECTIONS (DOC), Madison, WI

2019 – 2023

Legislative Advisor, Office of the Secretary

- Appointed to lead legislative affairs for the DOC, the largest state agency which operates from a \$2.6 billion biennial budget, 37 institutions located across the state, and employs nearly 10,000 staff.
- Monitor legislative activity and oversee the Department's responses to bill proposals, administrative rules, audits, report requirements and other actions from the legislature and its support agencies.
- Advise the DOC Executive team and the Governor's office on any legislative activity and subsequent strategic planning related to corrections and criminal justice legislative proposals.
- Serve as DOC's primary point of contact and liaison for the entire state legislature. Establish and maintain effective relationships and communication with the Governor's office, other state agencies, legislative committees, legislative service agencies, and 132 independently elected state officials.
- Coordinate and lead negotiations with senior management level teams and the legislature.
- Testify on behalf of the DOC on any legislative initiatives or proposals. Prepare and coach senior managers for testimony and responses to inquiries from the legislature.
- Led the creation of Constituent Services for the Department, the first of its kind in Wisconsin.
- Led the committee on finalizing the requirements for the creation of an enterprise IT system to track tens of thousands of constituent cases across the state at all institutions and Community Corrections offices.
- Led the successful completion of the Department's legislative agenda, under a split government, that had been created in 2015.
- Successfully led the effort to seek approval from local commissions and the local government for the construction of a new state-of-art secure youth facility in the City of Milwaukee.

CITY OF MILWAUKEE, Milwaukee, WI

2011 – 2019

Emergency Communications and Policy Director, Fire and Police Commission (FPC), 2016 - 2019

- Created the strategic plan for major policy changes in emergency communications and management; moving toward an enterprise office and system to manage budget, staff, and operational needs more efficiently.
- Oversight of policies and budget of essential first responder systems that included the largest 911 center in the State with over 150 staff and over \$31 million in radio infrastructure.
- Served as the primary point of contact and liaison for the Mayor and Common Council in matters related to emergency communications and interoperability with other jurisdictions.
- Engaged with county, state and federal offices on matters related to emergency communications.
- Led discussions and strategic planning with subject matter experts to support interoperability, mutual aid, and continuity of operations.
- Created and managed a citywide, multi-disciplinary governance team to coordinate agendas for budgetary, operational, and policy decisions for enterprise first responder systems.
- Coordinated federal grant programs related to interoperability and multijurisdictional alignment.
- Oversaw and proctored civil service examinations and interviews for Fire and Police Departments. Participated in disciplinary and appeal panels. Served as the third in the chain of command for leadership at FPC.
- Governor appointed and subsequently elected as the Vice-Chair of the Department of Military Affairs' State 911 Subcommittee; working with external groups to develop a statewide plan for 911.

Legislative Fiscal Manager, Intergovernmental Relations Division, Department of Administration, 2013 - 2016

- Conducted lobbying activities at all levels of government to advance the comprehensive legislative agenda for the largest city in Wisconsin, involving negotiations and bridging commonalities with legislators, department heads, external groups, and other high-level executives.
- Led discussions on various topics that promoted efficient communication, sharing resources, and enhancing services to Milwaukee residents, which resulted in contracts and legislation approved by the Common Council and Mayor.
- Facilitated high-level strategic planning discussions between the mayor's office and Federal officials in the Department of Justice, Bureau of Justice Assistance, and other federal partners.
- Testified at the state, county, and local level on a variety of complex policy issues that ranged from urban planning, library funding, Medicaid, immigration, and policing.

Regional Coordinator, Mayors Against Illegal Guns (MAIG), Health Department, 2011 - 2013

- Appointed to lead the mayor's initiative on illegal gun regulation policies, under the umbrella of MAIG, a national initiative led by former Mayor of New York City, Mike Bloomberg.
- Served as the primary point of contact and liaison with the national arm of MAIG for Wisconsin and Iowa, and other gun purchase background check supporting organizations.
- Advised the Mayor's office on local strategies that supported legislation and enhanced efforts to prevent illegal access to firearms.
- Managed the mayor recruitment initiative for Wisconsin and Iowa, increasing mayoral commitment to the movement twofold in both states, reaching the national goal of over 1,000 mayors.
- Led a qualitative study on the impact of unsafe gun practices in domestic violence that resulted in several policy and project recommendations focused on harm reduction strategies.
- Coordinated partnership building and provided technical assistance to community organizations, public health professionals, activists, law enforcement, and mayors on collaborative violence prevention strategies.

MARQUETTE UNIVERSITY LAW SCHOOL, Milwaukee, WI

2007 – 2011

Bilingual Community Coordinator for the Safe Streets Initiative

- Managed one of two sections of the \$2.5 million Project Safe Neighborhood (PSN) federal grant, intersecting former offenders and law enforcement with over 300 residents and external groups.
- Appointed as a local representative on the national PSN multi-disciplinary team that engaged with other grant-awarded cities in planning to enhance national grant objectives and goals.

- Accomplished the vision of Supreme Court Justice Janine Geske (ret.) of injecting the principles and practices of Restorative Justice into community violence prevention programming.
- Led the design and content development of marketing and community outreach materials. Completed necessary reporting and budgetary requests for grant management purposes.
- Advised universities and agencies across the Country, supporting their efforts in community programming, violence prevention policies, and restorative justice practices.
- Presented at multiple conferences both local and national on the aspects of reentry, community organizing, violence prevention policies, and Restorative Justice.

COMMUNITY CONSULTING PROJECTS

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| DAMAI, LLC, Milwaukee, WI, Owner | 2010 – 2012 |
| <ul style="list-style-type: none"> • Wrote and planned for the creation of a Community Safety Program, which led to increased funding and national recognition for the program. • Developed strategic partnerships and coordinated information sharing between state and local agencies sustaining a crime prevention initiative that expanded citywide at the police department. • Built sustainable partnerships with external groups to expand an alternative high school and an alternative to sanctions programming for adjudicated youth. • Facilitated mediations for organizations in conflict and led trainings on mediation, restorative justice, grant management, and violence prevention policies. | |

EDUCATION

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| MARQUETTE UNIVERSITY, Milwaukee, WI
<i>Master of Arts, Public Service and Graduate Certificate, Dispute Resolution</i> | August 2010 |
| UNIVERSITY OF WISCONSIN – MILWAUKEE, Milwaukee, WI
<i>Certificate, Latino Nonprofit Leadership Program</i> | November 2007 |
| ALVERNO COLLEGE, Milwaukee, WI
<i>Bachelor of Arts, Business & Management, with High Honors</i> | May 2005 |

ADDITIONAL EXPERIENCE

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| UNIVERSITY OF WISCONSIN-MILWAUKEE, College of Nursing – Master of Sustainable Peacebuilding Program, Instructor | 2023 |
| HARBOR DISTRICT, INC., Milwaukee, WI, Board Member | 2018 to Present |
| Chair, Governance Committee | 2022 to Present |
| PARTNERSHIP MKE, United Way, Milwaukee, WI, Participant | 2020 to 2021 |
| STATE OF WI OFFICE OF EMERGENCY COMMUNICATIONS, 911 Subcommittee to the Interoperability Council, Madison, WI, Vice-Chair | 2016 to 2018 |
| PROFESSIONAL DEVELOPMENT SERIES, Emergency Management Institute, U.S. Department of Homeland Security, Certificate | 2018 |
| THE FUTURE OF EMERGENCY COMMUNICATIONS, APCO International, Certificate | 2018 |
| ICS300, ICS 400, Wisconsin Emergency Management, Certificates | 2017 |
| CITIZEN'S ACADEMY, Federal Bureau of Investigation, Milwaukee, WI, Participant | 2016 |
| MOUNT MARY UNIVERSITY, Behavioral Science Department, Adjunct Faculty | 2012-2014 |