



CITY OF ALLENTOWN

No: 30523

RESOLUTION

R162 - 2022

Introduced by the Administration on November 2, 2022

HUMAN RELATIONS COMMISSION

Craig Taylor

Term Expiration: 1/1/2025

Resolved by the Council of the City of Allentown, That

City Council does hereby give advice and consent to the following appointment to the Human Relations Commission submitted to this Council by Mayor Matt Tuerk.

HUMAN RELATIONS COMMISSION

Craig Taylor

Term Expiration: 1/1/2025

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Natalie Santos	X	
Joshua Siegel	X	
Ed Zucal	X	
Cynthia Y. Mota, President	X	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 30523 was adopted by the City Council of Allentown on the 2nd day of November, 2022, and is on file in the City Clerk's Office.



 City Clerk



MATT TUERK
MAYOR

435 Hamilton Street
Allentown PA 18101

OFFICE • 610.437.7546 EMAIL • Matt.Tuerk@allentownpa.gov

TO: Michael Hanlon
City Clerk

FROM: Matt Tuerk
Mayor

DATE: October 18, 2022

SUBJECT: Authorities, Boards, Commissions Appointments

Mayor Tuerk has approved the following appointments for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Queenette Echefu	Human Relations Commission	1/1/2024
Felicia Strong	Human Relations Commission	1/1/2024
Craig Taylor	Human Relations Commission	1/1/2025
Jonathan Mieses	Human Relations Commission	1/1/2025
Fred Banuelos	Housing Authority	11/5/2026

PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES

HELD: VERY PROUD RECIPIENT OF THE 2021 HUMAN RELATIONS

AWARD

DO YOU LIVE IN THE CITY OF ALLENTOWN: _____ YES NO

HAVE YOU EVER BEEN ARRESTED?

NO

IF SO, WHY?

DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN ALLENTOWN? PLEASE EXPLAIN:

I HAVE A PASSION FOR MAKING EQUAL OPPORTUNITY ATTAINABLE.

THIS HAS DRAWN ME, BOTH PERSONALLY AND PROFESSIONALLY, TO ALLENTOWN

AS DIRECTOR OF YOUTHBUILD ALLENTOWN, I WORK EVERY DAY

TO ENABLE OUR INNER CITY YOUTH TO TAKE OWNERSHIP

OF THEIR PURSUIT OF BOTH HAPPINESS AND SUCCESS

ARE YOU A REGISTERED VOTER: _____ YES NO

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE WHAT VALUE YOU WILL BRING TO THE BOARD:

I WANT TO AMPLIFY THE VOICES OF THOSE RESIDENTS WHO

NEED TO BE HEARD. I BRING EXPERIENCE AND AN AUTHENTIC

COMMITMENT TO WORKING DIRECTLY WITH ALLENTOWN FAMILIES

TO FULLY UNDERSTAND ANY ISSUES AND TO COLLABORATE ON A SOLUTION.

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF AN AUTHORITY, BOARD OR COMMISSION: _____ YES NO

IF YES,
EXPLAIN: _____

IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE HOW MANY TERMS YOU HAVE SERVED _____ AND THE YEAR YOU WERE FIRST APPOINTED _____.

NOTE: This information will be used for making appointments to authorities, boards and commission and in the event you are appointed/reappointed, it may be used as a news release to identify you to the community.



Signature

11/05/2021

Date

Please forward this request for appointment, along with a resume to:

**Mayor'S Office
City Hall
435 Hamilton Street
Allentown, PA 18101**

CRAIG TAYLOR
(610) 506-5788
TaylorBuildings@yahoo.com

Professional Summary

Team-centered collaborative manager, with both constructional and educational background, who exudes leadership qualities, and organizationally-focused, to provide optimum professional partnerships to businesses, community leaders, and clients alike.

EMPLOYMENT

Housing Association and Development Corporation

Director of YouthBuild

Nov. 2019- Present

- Plan, coordinate and oversee all components of the program. Monitor daily functioning of operations. Review attendance and stipend records.
- Manage enforcement of contract between YouthBuild and the program participants, making decisions on disciplinary actions, counseling, and other interventions.
- Build and maintain working relationships with community organizations and city and county agencies.
- Hire, train and supervise program staff to ensure effective and efficient services are being provided
- Recruit, interview and select program participants
- Develop and maintain budget exceeding \$300,000
- Develop and maintain working relationship with national YouthBuild office and ensure reports and requests for information are provided in accordance with contract.
- Report the activities and accomplishments achieved by the program participants
- Ensure that leadership and development program goals are being met.

Construction Manager

Feb. 2016- Present

- Developed construction plan and schedule.
- Coordinated and monitored the progress and quality of work.
- Trained program participants in the proper use of hand tools, power tools, equipment and building applications.
- Assessed participants for apprenticeship readiness.
- Responsible for overall safety enforcement.
- Provided personal and vocational counseling and development of trainee's leadership skills.
- Implemented and maintained system to track student's progress and assess their skills and abilities.
- Developed partnerships with potential employers of participants.
- Maintained inventory of all tools, supplies, and equipment.
- Ordered and obtained building materials for jobsite
- Inspired, motivated and mentored students

Lehigh Carbon Technical Institute

Adult Education Instructor

Feb 2016- Present

- Developed and implemented training regimen and schedule.
- Created curriculum and provided guidance to enable certification attainment for students.
- Developed and implemented assessment of competency for contracted clients to evaluate the technical ability of potential new hires.
- Managed roster of students, logins, attendance, gradebook, and progress towards completion.

Taylor-Made-Designs

Owner/Builder

Aug. 2005- Present

- Developed and grew business from a handyman operation to a full service general contractor and custom builder, grossing over 100,000 in sales annually
- Recruited, hired, and trained individuals as needed for specific work
- Experienced with sales and direct customer service from idea conception to project completion
- Developed pride of product and a reputation for high standards.

Ramsey Contracting (484) 883-0120

Carpenter

Sept 2010- Oct 2012

Stepfoe-Siedzkowski Custom Builders (610) 558-2332

Apprentice/Carpenter

Jun 2003- Aug 2005

Additional: Activities, Certifications, and Clearances

City of Allentown Human Relations Award Winner

Oct 2021

YouthBuild Pennsylvania Coalition

Treasurer

Aug 2020- Present

- Processed, created and distributed invoices.
- Utilized and maintained QuickBooks account to organize financial data.
- Prepared and presented financial documents at monthly board meetings.
- Acting member of executive committee, helping to make key strategical decisions and strategies.
- Reviewed and recommended resumes for new board members.

Downingtown Rugby Football Club

Youth Assistant Coach

2005-2017

Men's Sevens Head Coach

2013-2017

Certifications

NCCER Craft Instructor

NCCER Curriculum Proctor

NCCER Performance Evaluator

OSHA-10

CPR/FA

Clearances

Act 34- PA Criminal Clearance

March 2021

Act 151- Child Abuse Clearance

March 2021

Act 114- FBI Criminal Background Check

March 2021

Education

Delaware County Community College
Business Administration, A.S, Spring 2014