

BIOGRAPHICAL SKETCH

Linda Austin	POSITION TITLE: Chief Operations Officer		
INSTITUTION AND LOCATION	DEGREE <i>(if applicable)</i>	YEAR(s)	FIELD OF STUDY
University of Texas at El Paso College of Business Administration	MBA	2005	Management
University of Texas at El Paso College of Liberal Arts	BA	1994	Journalism/Minor in Spanish

A. POSITIONS AND EMPLOYMENT

2021-Present: Chief Operations Officer – Responsible for the Department of Tribal Operations (Management & Budget, Self-Monitoring and Evaluation, Human Resources, and Information Technology divisions) of the Ysleta del Sur Pueblo Tribal Government; Executive management officer for the Tribal Administration coordinating with tribal directors and Tribal Council to manage the Pueblo’s government operations; Coordinates Self Governance activities to set fiscal and programmatic priorities in alignment with Pueblo’s strategic plan; Recommend, develop and implement administrative policies for tribal government operations; Coordinate the annual budget development for tribal programs, develop short and long range plans for the allocation of resources, monitor tribal program performance, and assemble special reports and publications such as the economic impact study, socioeconomic profile, and the comprehensive tribal government year-end report.

2005-Present: Ysleta del Sur Pueblo Director of Tribal Operations – Responsible for the Management & Budget, Self-Monitoring and Evaluation, Human Resources, and Information Technology divisions of the Ysleta del Sur Pueblo Tribal Government; Executive management advisor for the Tribal Administration on matters such as personnel, budgeting, grants management, compliance and overall program performance; Coordinates Self Governance activities to set fiscal and programmatic priorities in alignment with Pueblo’s strategic plan; Oversees day to day operations of the Human Resources division responsible for employment and personnel placement, compensation planning, employee benefits, interviewing, performance management, resource development and training, and performance evaluation; Recommend, develop and implement administrative policies for tribal government operations; Coordinate the annual budget development for tribal programs, develop short and long range plans for the allocation of resources, monitor tribal program performance, and assemble the comprehensive tribal government year-end report.

1996-2005 Ysleta del Sur Pueblo Compliance Officer -- Developed the Pueblo’s Program Planning, Development and Compliance Department from inception; Developed monitoring tools to track required reports and deliverables; Developed and conducted training orientations for new program directors and incoming tribal council members; Monitored management’s functional systems and internal controls to ensure compliance with prescribed policies, plan, procedures, laws, and regulations; Investigated the legal compliance of expenditures and proper handling of Pueblo funds as outlines in OMB A-87 Cost Principles; Worked with program auditors during audit period and with departments to resolve OMB A-133 audit finding deficiencies.

1995 – 1996 Ysleta del Sur Pueblo Contract Specialist – Prepared various proposals and grants (ie., in the areas of education, public health, law enforcement, housing, etc.); Assisted program directors administer grants and processed grant reports; Coordinated annual contract renewal process and contract/grant modifications/amendments; Generated professional services and construction contracts for the Pueblo and served as Contracting Officer.

1999 – 2000 LULAC Project Amistad Consultant – Provided consulting services to the El Paso Transportation Collaborative in the form of preparing quarterly financial and narrative progress reports; Completed quarterly requests for draw downs; Developed an informational profile for the Collaborative with general information about the group’s mission, participants and general service provider information; Completed final narrative reports and submitted to State of Texas.

OTHER

2023—Present Chair of BIA Contract Support Costs Workgroup

2020—2022 Co-Chair of BIA Contract Support Costs Workgroup

2020—Present President of Ysleta del Sur Pueblo Health & Wellness Foundation

2015—Present Southwest Regional Technical Workgroup member of the Self Governance Advisory Committee (SGAC). Committee provides information, education, advocacy, and policy guidance for the implementation of Self-Governance within the Department of

the Interior (DOI). The DOI SGAC advises the Assistant Secretary of Indian Affairs on issues related to Self-Governance within the Department. The advisory committees also serve as liaisons for Self-Governance Tribes on policy, legislative, budget and program discussions and decision-making actions that affect Self-Governance Tribes collectively.

2014—Present Contract Support Cost (CSC) Tribal Workgroup Committee Member for Bureau of Indian Affairs (BIA) Southwest Region and Albuquerque Area Indian Health Services (I.H.S);

2007—Present Member of the Native Financial Education Coalition (NFEC) and Earned Income Tax Credit (EITC) Committee

2003—Present Volunteer Income Tax Assistance (VITA) Site Developer and Tax Preparer—Initiated program and continue providing technical assistance to VITA for the Ysleta Del Sur Pueblo where volunteers prepare free tax returns for tribal families;

2006 to Present—Guest presenter at numerous native oriented conferences and trainings on various tribal self-governance and asset development topics.