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**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

GORDON J. MACDONALD
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

August 25, 2020

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

That approval be and hereby is given to the Attorney General to appoint Elizabeth C. Velez to Position #9U307 (Appropriation #02-20-20-200510-2610-013-500132) as an Attorney at a salary level of \$70,000, effective upon Governor and Executive Council approval or September 25, 2020, whichever is later.

EXPLANATION

Ms. Velez, a Concord resident, graduated from Williams College in 2002 with a Bachelor of Arts in Political Science and later earned a Masters of Religion in Islamic Studies/Muslim-Christian Dialogue from Hartford Seminary in 2009. Between 2009 and 2012, she was an educator and librarian at the American International School of Cape Town, South Africa. She later enrolled at the University of New Hampshire School of Law, where she was a Daniel Webster Scholar, member of the Law Review, Presidential Scholarship recipient, and Warren B. Rudman Summer Public Service Summer Fellow. She received her Juris Doctor in 2017 and was admitted to the New Hampshire Bar the same year. Ms. Velez clerked for the Honorable James P. Bassett at the New Hampshire Supreme Court from August 2017 through August 2019. She was law clerk for the Honorable Landya B. McCafferty, Chief Judge of the U.S. District Court for the District of New Hampshire, from October 2019 through August 2020. In light of Ms. Velez' experience, I request she be appointed as an Attorney at a salary of \$70,000. She will be assigned to the Appeals Unit. A copy of her resume is attached.

RSA 94:1-a(I)(c)(3) provides that designation of positions, salary levels, and salary increases for attorneys at the Department of Justice shall be determined by the Attorney General, subject to approval of the Governor and Council, within appropriations made to the Department of Justice.

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I am very pleased to offer Ms. Velez' appointment as an Attorney at the above-referenced salary for your approval and respectfully urge your favorable consideration. Thank you.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gordon J. MacDonald", with a long horizontal flourish extending to the right.

Gordon J. MacDonald
Attorney General

ELIZABETH C. VÉLEZ

PROFESSIONAL EXPERIENCE

- New Hampshire Federal District Court** *Law Clerk* Oct '19- Aug '20
- Law clerk to Judge McCafferty starting October 21, 2019.
- University of New Hampshire School of Law** *Adjunct Professor* Aug '19-Aug '20
- Work one-on-one with graduate students to help them achieve academic success and prepare for bar exam.
- New Hampshire Supreme Court** *Law Clerk* Aug '17- Aug '19
- Assisted Justice Bassett in all aspects of appellate practice including preparing pre-argument memoranda, attending oral arguments, reviewing trial records, and researching, writing, revising, and evaluating the legal analyses of majority and dissenting drafts of written opinions.
- New Hampshire Legal Assistance** *Intern* Jan '17- June '17
- Prepared for and attended depositions, researched, and drafted portions of a first amendment summary judgment motion that NH Federal District Court granted.
 - Researched, wrote, and submitted discretionary appeal accepted by the NH Supreme Court.
 - Represented a tenant and convinced section 8 supervisor to allow client to retain housing benefits.
- McLane Middleton** *Summer Associate* May '16 - Aug '16
- Represented pro bono client in housing case, drafted pleadings, prepared research memorandum, and attended hearings and mediation sessions.
- New Hampshire Federal District Court** *Intern* Jan '16 - May '16
- Researched law for judicial opinions and summarized findings in bench memos for Judge Laplante.
 - Drafted multiple released opinions.
 - Attended numerous in-court proceedings including arraignments, sentencing, motion hearings, civil and criminal trials.
 - Attended and participated in judicial mediation session.
- American Civil Liberties Union of NH** *Intern* May '15 - Aug '15
- Drafted letters to Dept. of Correction and NH Sec. of State and an Amicus for NH Supreme Court.
 - Wrote research memos on ballot access and party petitioning, pretrial competency hearings.
 - Conducted 50 state survey on 3rd party nomination petitions and election.
 - Assisted with trial preparation including witness preparation, exhibit binders, and strategic meetings with partnering legal counsel.
 - Attended NH House and Senate hearings, executive sessions, and caucus strategy sessions.
- American International School of Cape Town** *Pre-K- 12 Educator and Librarian* July '09 - Aug '12
- Administered school's service learning program.
 - Directed K-12 library collections, teaching, and administration.
 - Taught life skills lessons to students in grades 6-10 on sexuality, drug and alcohol, conflict resolution.
 - Created and taught AISCT's first world religions course as a high school elective.

Plowshares Institute, Simsbury, CT	<i>Program Director</i>	Jan '07 - June '09
	<i>Coordinator of Programs and Training</i>	Oct '03 - Dec '06

- Planned, designed and implemented replicable multi-year capacity building conflict resolution programs in China, Indonesia, South Africa and the United States which included: Cabinet level government officials, senior staff of civic organizations, academic and religious leaders.
- Co-led workshops on interfaith understanding, conflict transformation, mediation and action plan development in Cuba, South Africa and Indonesia with Executive Director.
- Developed successful proposals for project-based, multi-year funding from private and public funders including: US State Department, United States Institute of Peace, United Nation Development Program and the Rockefeller Brothers Fund.
- Represented organization at local, state-wide and national events including United States Institute of Peace and Community Leadership Association. Promoted programs through print and presentations.

Hartford Seminary, Hartford, CT	<i>Guest Lecturer</i>	2005 - 2009
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Americorps, Hartford, CT	<i>Member and Teacher</i>	2002 - 2003
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EDUCATION & CREDENTIALS

University of New Hampshire School of Law	Concord, NH
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- J.D., May 2017
- GPA: 3.88 (Top 10%)
- Law Review
- Daniel Webster Scholar

Awards and Fellowships

- Presidential Scholarship
- Schweitzer Fellow 2015-2016: Landlord/Tenant Mediation and Criminal Annulment Programs
- Warren B. Rudman Summer Public Service Summer Fellow 2015

Activities

- Trained Fair Housing Tester, NHLA
- President, American Constitutional Society
- Networking/Programming Director, Women's Law Student Association
- Warren B. Rudman Center, Student Advisory Board
- Law School Mentor for Teen Attorneys, Teen Court

Bar Admissions

- State of New Hampshire (2017)
- United States District Court for the District of New Hampshire (2017)

Hartford Seminary	Hartford, CT
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- Masters of Religion in Islamic Studies/Muslim-Christian Dialogue. May 2009.
- GPA: 3.9
- Awarded Celie J. Terry prize for interfaith excellence and academic achievement.

Williams College	Williamstown, MA
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- Graduated with a B.A. in Political Science/International Relations. June 2002.
- GPA: 3.5, Dean's List Honors 4 semesters.
- Studied in Switzerland with the School of International Training researching Czechoslovakia's division.

PUBLICATIONS

- Op Ed in the July 24, 2015 Union Leader: *Have Candidate Lawn Signs? Know Your First Amendment Rights.*
- Peace-building curriculum for United States Institute of Peace.