

George Latimer County Executive

WHEREAS, a vacancy exists in the membership of the Westchester County LGBTQ Advisory Board:

NOW, THEREFORE, I, George Latimer, County Executive of Westchester County, in accordance with the terms and provisions of the Westchester County Charter, appoint Bruno S. Villazhiñay Matute, MPH, New York Medical College, 19 Skyline Drive, Hawthorne, New York as a member of the Westchester County LGBTQ Advisory Board, for the term March 17, 2023 to December 31, 2026.

Given under my hand and seal this 17th day of March, 2023.

George Latimer County Executive



George Latimer County Executive

March 17, 2023

Mr. Bruno S. Villazhinay Matute, MPH New York Medical College 19 Skyline Drive Hawthorne, NY

Dear Mr. Matute,

It is my pleasure to appoint you to serve as a member of the Westchester County LGBTQ Board effective today, Friday, March 17, 2023. This appointment is for a term to expire on December 31, 2026.

Your appointment is subject to confirmation by the Westchester County Board of Legislators, but your service begins immediately. You must complete the attached Oath of Office within 30 days, either by appearing at the County Clerk's office or mailing the signed and notarized form to our office.

When you have filed your Oath of Office, a Resolution to confirm your appointment will be submitted to the County Board of Legislators. As part of the confirmation process, you may be called before the Board to be interviewed. Please contact Steve Bass at (914) 995-2914 for the date, place, and time of the board's upcoming meeting for your participation.

Pursuant to Local Law, as a member of a Westchester County Board and/or Commission, you are responsible for adhering to the requirements of our Code of Ethics.

Warmest wishes for a successful tenure.

Very Truly Yours,

George Latimer

Westchester County Executive

GL/ts

cc:

Honorable Board of Legislators
Steve Bass, Director, Intergovernmental Relations
Joan McDonald, Director of Operations

Office of the County Executive

Michaelian Office Building 148 Martine Avenue White Plains, New York 10601

Email: ce@westchestergov.com Telephone: (914)995-2900

Curriculum Vitae

Bruno S. Villazhiñay Matute, MPH

New York Medical College

19 Skyline Drive Hawthorne, NY O: 914-594-2112 C: 914-299-3991 BVillazh@nymc.edu

EDUCATION

UNDERGRADUATE

2014 BA Sociology

SUNY Geneseo, Geneseo, NY

GRADUATE

2022 MPH Health Policy and Management

New York Medical College, School of Health Sciences and

Practice, Valhalla, NY

Capstone: The Enigma of Vaccination Rates and Disparities

Advisor: Denise Tahara, PhD Award: Academic Excellence

DOCTORAL

*2025 DrPH Health Policy and Management

New York Medical College, School of Health Sciences and

Practice, Valhalla, NY *expected May 2025.

POSTGRADUATE TRAINING

INTERNSHIP

2021 Intern New York Medical College, Center for Disaster Medicine,

Valhalla, NY

Advisor: George W. Contreras, DrPH©, MEP, MPH, MS, CEM

OTHER

2019 Advanced Certificate Population Health Informatics

CUNY School of Public Health, New York, NY

2020 Advanced Certificate Health Care Management

New York Medical College, School of Health Sciences and

Practice, Valhalla, NY Valhalla, NY

2020 Certificate COVID-19 Contact Tracing

Johns Hopkins University, Bloomberg School of Public Health,

Baltimore, MD

LICENSURE & CERTIFICATION

CERTIFICATION

2015-2019 Basic Life Support/First Aid (#4114645564)

American Red Cross

2016-2019 Nursing Assistant (#343904811216E)

Hudson Valley Training, Peekskill, NY

2018-2019 Electrocardiogram Technician (#12104-649)

Hudson Valley Training, Peekskill, NY

APPOINTMENTS & EMPLOYMENT

2022 – Present Senior Administrator

Obstetrics and Gynecology, New York Medical College/ Westchester Medical Center Health Network/Advanced

Physician Services, PC., Valhalla, NY

 Significant progress in the expansion of the department of Obstetrics and Gynecology at New York Medical College and WMC Health Network, and the implementation of our vision of eliminating health and healthcare disparities in OBGYN through day-to-day activities, executive administration, financial management, and HR development.

 Collaborate with Chair/Director, APS CEO/President, associate chairs, and other NYMC and WMC leadership to expand endeavors on research, student development, faculty development and recruitment, DEI initiatives, and strategic management.

2019 – 2022 Administrator III

Institutional Research, New York Medical College - Touro

College University System, Valhalla, NY

 Executive Administration: Handle overall administrative/managerial operations for the Office of the Senior Vice President for Research, Office of Research Administration, Comparative Medicine, BioInc @ NYMC, Environmental Health & Safety, BSL-3, Clinical Trials Unit (CTU), and Touro's Office of Sponsored Projects.

- o Build and implement affiliation agreements between NYMC and other institutions.
- o In conjunction with senior leaders, facilitated an acquisition of a biomedical research institute.
- Opened the new CTU location at NYMC in 2020 and made profits of \$90k in 2020 and >\$100k in 2021.
- In collaboration with leaders of NYMC's Center for Disaster Medicine,
 Emergency Preparedness, and Health Services, oversee monthly random
 COVID screenings to our faculty, staff, and students.
- Research Administration: Assist in processing and financial management of grant activities and adhering to deadlines. Build relationships between NYMC and other organizations through collaborations in research.
 - Oversaw HHS/OIG Audit from 2019-2022 of NIH grants awarded.
 - Monitor and manage staff for the NYS COVID sequencing study, and other pharmaceutical studies.
 - Oversee studies between NYMC and Regeneron, from agreements, budgets, SOW, to implementation.
- Financial Administration: Prepare and manage departmental budgets, implement financial plans and forecasts for the Office of Research Administration, BioInc @NYMC.

Comparative Medicine, Office of the Provost/Vice President, Environmental Health & Safety, Clinical Trial Unit, and BSL-3.

- Increased profits of BioInc by \$1M in 2021 and oversaw application process of new clients and tenants.
- Decreased deficits in Comparative Medicine in 2019 and 2020, and increased profits by \$2.3M in 2021 >\$3M in 2022.
- Overall, oversee and manage expenditures across departments to better manage financial health.
- Human Resources: Oversee and handle HR issues including monitoring salary increases, time off, and other items, as well as monitoring adherence to college policies and procedures and serving as the liaison between internal and external contacts, representing the departments in college activities and committees.
 - In conjunction with HR, oversaw job postings, screenings, interviews, sourcing talent, hiring and onboarding talent throughout various departments.
- Other Roles: Grant Writing Support Coordinator, TruMada Financial Manager, BioInc Administrator, Clinical Trials Unit Administrator, Research Grants Administrator.

2018 - 2019

Administrator Assistant

Perioperative Services and Advanced Physician Services, Westchester Medical Center Advanced Physician Services, P.C., Valhalla, NY

- Collaborated with leadership in the improvement of the Operating Rooms turn-over and first case on-time starts.
- Assisted in recruiting and on-boarding Anesthesiologists, CRNAs, Operating Room nurses, Certified Surgical Techs, Patient Care Techs, and clinical and administrative staff in collaboration with HR and APS President.
- Followed established policies and procedures in preparing, processing, reviewing, and evaluating a variety of documents, forms, and requests for approval.

2017 - 2018

Patience Care Technician – Lead Intensive Care Unit, New York Presbyterian – Hudson Valley Hospital, Cortlandt Manor, NY

- Provided care to patients in critical conditions and aided other units with patients in critical care when needed.
- Prioritized constant changes in unit while providing exceptional care to patients.
- Supervised PCU and ICU Patient Care Techs and trained new staff.

2015 - 2017

Inpatient, Outpatient, ER, Maternity Admitting Admitting, New York Presbyterian – Hudson Valley Hospital, Cortlandt Manor, NY

- Trained staff for inpatient, emergency, outpatient, surgical, and overnight admissions.
- Interviewed patients and accurately gathered demographic and financial information.
- Coordinated inpatient admissions with medical staff, insurances, and patients.
- Developed standard operating procedures, and training manuals.

2014

Cast Member

Walt Disney World, Orlando, FL

- Support in managing day-to-day financials at Animal Kingdom's Restaurantasourous.
- Assisted managers in coordinating tasks to make sure we reached daily goals.
- Disney Trainer in charge of developing and teaching skills to cast members.
- Developed strategic plans and initiatives to improve operations.

2013 - 2014

Director of Student Affairs and Diversity SUNY Geneseo, Geneseo, NY

- Chaired Alliance for Community Engagement Committee that involved ten diverse/cultural organizations.
- Allocated \$1.8 million budget throughout different organizations, events, and programs.
- · Coordinated voter registrations efforts and lobbying events in Albany.
- Coordinated annual events to promote diversity and cultural events on campus.
- · Organized fundraisers for Doctors without Borders.
- Prepared weekly reports of budget, events, fundraisers, and issues concerning students.
- · Voting member of Geneseo First Response Board of Directors.
- Liaison between off-campus students, multicultural organizations, special interest organizations, and Executive Committee.

2013

Development Assistant SUNY Geneseo, Geneseo, NY

- Effectively communicated with alumni to learn about their success and current involvement with Geneseo.
- Procured donations to help fund college programs.

HONORS & AWARDS

2022 Academic Excellence Award

New York Medical College

Awarded for exhibiting excellence in academic work over the

course of graduate education.

2014 Path Award – Diversity & Inclusion Award

SUNY Geneseo

For contributing to diversity and multiculturalism, fulfilling the College's ideals of pluralism and the creation of an environment that nurtures intellectual and personal growth in non-traditional

arenas.

PROFESSIONAL ORGANIZATIONS & SOCIETY MEMBERSHIP

2019 – Present American College of Healthcare Executives (#1284445)

2012 - Present Alpha Phi Omega - ABX (national service organization)

SERVICE

Passionate about the intersection between public health, healthcare, policy and government, Bruno has also served and continuous to serve in various voluntary roles, including in the northern Westchester area, allowing him to lead and advise on community-based projects to address common health issues and reduce barriers to health and human services.

EXTRAMURAL SERVICE

Community Service

2022 - Present Chair, Health & Wellness Working Group

Town of Bedford, Bedford Hills, NY

2022 - Present Pro-Bono Consultant

Advice and consult on town's health and wellness matters.

Town of Bedford, Bedford Hills, NY

2017 – 2019 Health Promoter

Sun River Health, Peekskill, NY

INTRAMURAL SERVICE

University

2022 - Present Member, LGBT Aim @ NYMC

New York Medical College, Valhalla, NY

2019 – 2020 Coordinator of Center for Human Rights @ NYMC

New York Medical College, Valhalla, NY

Hospital

2023 - Present Member, Diversity, Equity, and Inclusion Steering Committee

Westchester Medical Center Health Network, Valhalla, NY

TEACHING

In pursuit of his doctoral degree, Bruno aims to not only gain the necessary skills and knowledge to run a healthcare organization and develop policies and practices to advance health equity and access to healthcare in the United States and across the globe, but also to educate, teach and mentor the next generation of healthcare professionals.

FORMAL TEACHING

Undergraduate

From	То	Activity	Capstone: Sexuality & Gender			
1/23/23	1/23/23	Your Role	Guest Lecturer			
		# Learners	5	#hours/session 1	#sessions/AY	1
			Lecture undergraduate capstone students on Women's Health Equity and Social Determinant of Health. Students were actively engaged and asked questions throughout the lecture.			

Postgraduate

From	То	Activity	Medical student presentation and debate on "Medicare for All" topic.				
1/4/23	1/4/23	Your Role	Preceptor				
		# Learners	21	#hours/session	1.5	#sessions/AY	1
			Effectively facilitated 4 groups to debate, regulating the session, providing immediate feedback, and scoring them post session.				

FORMAL MENTORING

From	То	Activity	Mentorship through Internship			
1/2023	Present	Level	I Undergraduate			
		# Mentee(s)	#hours/AY 15 hours/week/intern for 12 weeks			
		Results	Undergraduate mentees/interns are developing their skills in research, public health, engagement through a partnership between my office, NYMC, and WMC. Working on research and development of a community engagement plan under The Center for Women's Health Equity.			
From	То	Activity	Mentorship			
1/2023	Present	Level	Doctoral student in Public Health & Health Policy			
or applicable financial and the second		# Mentee(s)	1 #hours/AY 40			
		Results	Mentee is currently developing their skills in administration, advocacy, public health, and research.			
From	То	Activity	Mentorship			
1/2021	7/2021	Level	MPH student in Epidemiology			
		# Mentee(s)	1 #hours/AY 40			
		Results	Mentee secured a mid-level Administrator role.			
From	То	Activity	/ Mentorship			
1/2019	5/2019	Level	Undergraduate student			
		# Mentee(s)	1 #hours/AY 300			
		Results	Intern/mentee secured a full-time clinical administrative role after mentorship/internship.			

SCHOLARSHIP

NON PEER-REVIEWED

PRESENTATIONS

Local/ Regional

Villazhiñay Matute, B., Alrehaili, A., Gerber, T., Guerrieri, P., Harker, E., Hemans, A., Ikedilo, O., Moncayo, R., Morillo, K., "The Enigma of Vaccination Rates and Health Disparities." Presented at New York State Public Health Association (NYSPHA) Public Health Partnership Conference – Public Health Equity: Building a Stronger New York on April 27-39, 2022.

COUNTY OF WESTCHESTER OATH OF OFFICE

For Appointees to County Boards and Commissions

STATE OF NEW YORK)) ss.: COUNTY OF WESTCHESTER)
I, Bono S. Villatinan Matute do solemnly swear (or affirm) that I will support (Print or Type Name)
the constitution of the United States, and the constitution of the State of New York, and that I will faithfully discharge the duties of the office of west county Lable board in and for the (Print or Type Board Name)
County of Westchester, according to the best of my ability. Date: 3/30/2023 Symmax Al (Signature)
Sworn to and subscribed before me this 30Hday of March (Signature) Niwle Kenneally Notaky Mible, State of New York Registration No. 01XE6245923 Qualified in Passas Court Commission Expires 04/04/2023

Mail original Oath of Office to Office to Andrew Ferris, Office of the County Executive, 148 Martine Ave., Room 916D, White Plains, NY 10601 for filing within thirty (30) days of the commencement of the term of office or the notice of appointment.