

AREA COMMISSION APPOINTMENT FORM

The Department of Neighborhoods maintains the database for the Area Commission members in the City of Columbus. The information on this form is used to process the Mayor’s appointment and ensure timely and accurate distribution of meeting notices, training opportunities, and other City activities. **Please complete all sections of the form with information about your recently elected/appointed commissioner within seven (7) days of the election/appointment. After completing and signing this form, please return it, along with the appointees resume and/or biography to your Neighborhood Liaison via email.** Please contact your Neighborhood Liaison with any questions or comments.

Please Type

Area Commission Name	Near East Area Commission (NEAC)	
Please check appropriate box	New appointment <input type="checkbox"/> Reappointment <input checked="" type="checkbox"/>	Are there changes to this information? Yes <input type="checkbox"/> No <input type="checkbox"/>
First Name	Lela	
Last Name	Boykin	
Title (i.e. officer / commissioner)	Commissioner	
Address	1543 Hawthorne Avenue	
City	Columbus	
State	Ohio	
Zip Code	43203	
Home Telephone	614-599-4340	
Work Telephone	N/A	
Email Address	boykinlela@gmail.com	
District/Designation	District 2 A	
Term Start Date	7/1/2020	
Term Expiration	6/30/2023	
Seat Succession	Self, Lela Boykin	

Area Commission Chair Signature Kathleen D. Bailey

*****ALL SECTIONS OF THIS FORM MUST BE COMPLETED*****

Add Bio:

Lela M. Boykin, BSc, M.Ed, LSW
1543 Hawthorne Avenue
Columbus, Ohio 43203
614-258-4925(h) 614-599-4340 (cell)
boykinlela@gmail.com

EXPERIENCE AND SKILLS SUMMARY

- **Director**
- **Manager and supervisor**
- **Employment counselor**
- **Micro Enterprise Business Education Instructor**
- **Workshop facilitator and presenter**
- **Grant Writer**
- **Program planner and evaluator**
- **Organizational Consultant - board governance, by-laws, nonprofit establishment**
- **Business Incubator Manager**

MANAGEMENT, SUPERVISION, TRAINING AND DEVELOPMENT

Retired/Consultant for small organizations – 8/31/08 to present

- Grant writing and grant writing instruction
- Strategic planning
- Program planning and design
- Micro enterprise business education instruction
- Individual business plan writing
- 501(c)(3) applications for new non-profit organizations
- Tele Counseling

Chief Operations Officer – 5/2013 to present

- ⤴ Assist President/CEO in overall agency planning, program implementation and marketing
- ⤴ Supervise agency program managers
- ⤴ Direct, manage program growth and development
- ⤴ Provide leadership to and guidance for program managers
- ⤴ Grant writing

Director - 6/99 to 8/2008

The Neighborhood House, Inc. Resource Center

- direct, manage growth of Center
- develop, initiate and implement employment services and employment-related programs, access customers to technology
- manage micro enterprise business development program, staff and volunteers
- manage business incubator, develop space lease agreements
- teach a portion of the micro enterprise business development classes
- manage agency micro loan fund
- staff micro loan advisory committee
- evaluate quality of service delivery systems and implement corrective action plans for improvement
- assist staff with goal/objective development
- develop Center budget
- market Center services
- solicit financial resources through grant writing, proposals and private donations
- recruit and supervise volunteers and college students

- provide opportunities for female ex-offenders to complete community service

Director of Community & Economic Development - 1/98 to 6/99

The Neighborhood House, Inc.

- initiate housing development plans, identify resources
- assist agency managers with grant and proposal writing/resource development
- develop community outreach activities
- provide technical assistance to neighborhood organization/groups upon request
- assist with grant writing, proposal and resource development internal to the agency
- assist Executive Director in developing partnerships for the agency
- supervise one housing project case manager

Associate Director of Development - 1994 to 1998

The Neighborhood House, Inc.

- manage development (fund raising) office
- develop new program ideas and resources
- design, implement agency marketing, public relations, community relations activities
- grant and proposal writing
- coordinate special fund drive
- establish and maintain donor and donor prospect lists

Associate Director - 1981 to 1994

The Neighborhood House, Inc.

- plan, develop, direct and evaluate agency programs
- supervise staff of seven
- prepare proposals, participate in contract negotiations
- liaison to agency Board of Trustees
- develop program budget
- recruit, screen and recommend persons for hire
- function as Acting Director in absence of Executive Director

EDUCATION

The Ohio State University, Columbus, Ohio

- Bachelor of Science Degree, Psychology, 1968

Antioch College, Yellow Springs, Ohio

- Master of Arts, Education, 1974

US Sergeants Major Academy, Fort Bliss, Texas

- Graduate, 1995

Capital University Graduate School of Administration, Columbus, Ohio

- Community Relations Commission Professional Development Training
Mediation Training on Workplace Disputes Certificate (32 hours), 1998

National Conference of Minority Professionals in Alternative Dispute Resolution, 2002

Subway University, Milford, Connecticut

- Graduate in Subway Management, 2005

Li censure/Certification

- Licensed Social Worker, State of Ohio, 1991 to present
- Chemical Dependency Counselor Assistant, 2002 to 2013

COMMUNITY INVOLVEMENT

Near East Area Commissioner 2017 to present
Commissioner

Partners Achieving Community Transformation (PACT) 2019 to present

Woodland Park Neighborhood Association, Vice Chair 2013 to 2016

United Way Best Practices Conference Planning Committee, 2010 to 2014

Whitney Young Collaborative CDC, 2009 to 2013

Lincoln Theater Association Board, April 2009 to October 2013

- Finance Committee
- Marketing Committee

Community Intervention Team (CIT), Columbus Division of Police

- Community Representative, July 2008 to 2009

Granville T. Woods Community Shule Charter School

- Board Member 10/08 to 6/2010

Revival Development Corporation, 2005 to 2013

- Chair, 2006 to 2013

Columbus Foundation/United Way of Central Ohio

Neighborhood Partnership Program Advisory Committee, 1996 - 2000

American Red Cross

- Finance Committee, 10/2000 – 2003

Park/OSU East Hospital

- Community Foundation Board, /1998 - 2003

Second Baptist Church Board of Trustees, 6/1990 – 2003

Chair, /2003 – 10/2004

National Association of Black Social Workers

- 2002 – 2008

Seventeenth Street Community Development Corporation

- Secretary, 01/2003 – 7/2006

United Way Neighborhood Partnership Training Academy Advisory Committee, Chair

Member, 2002 to 2010