

## Gretchen H. Walton, J.D., M.P.H.

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**Personal Statement:** *I am an accomplished non-profit professional with 17 years of experience and a proven track record of exceeding goals in dynamic, complex and competitive environments. My career path reveals a commitment to utilizing my leadership and communication skills, confidence, creativity and relationships to reach innovative results within the public health non-profit sector. My strengths include strategic thinking, advocacy, public speaking, policy creation and evaluation, management, networking, educating, mentoring, collaborating, gift solicitation and grant writing.*

**Licensure** Member of the **Missouri Bar** 2000, Member of the **Texas Bar** 2000

**Education** **Saint Louis University School of Law**, St. Louis, Missouri.  
**Doctorate of Jurisprudence Degree and Health Law Certificate** awarded, May 1999.

**University of Kansas**, Medical Center Campus, Kansas City, Kansas. **Master of Public Health Degree with Honors**, December 1997.

**Pittsburg State University**, Pittsburg, Kansas. **Bachelor of Science in Biology, Minors: Chemistry, Physical Science (Pre-Medicine/Pre-Physical Therapy Curriculum)**, May 1993.

**Rice University**, Houston, Texas. **Graduate Certificate in Non-Profit Executive Management**, awarded June 2008. In 2009, Co-Instructed the non-profit legal session of this certificate program.

**Experience** **Breast Health Collaborative of Texas (BHCTexas)**, Houston, Texas. **Executive Director.**

10/13 to present. Provide oversight, administrative, legal and financial leadership for a 501(c)(3) nonprofit organization with over 3,000 individual and organization members across Texas. The mission of the organization is to educate, advocate, navigate, and maximize resources while ensuring access to quality breast health care for all Texans.

- Cultivated over \$500,000 of new dollars for organization from grant writing and fundraising through these and other entities: **Avon Foundation for Women; The Episcopal Health Foundation; American Cancer Society; and Susan G. Komen for the Cure**
- Raised community awareness and developed business relationships which resulted in financial and in-kind donations through these and other entities: **Genomic Health; Pfizer; Hologic; Cancer Treatment Centers of America; Blue Cross and Blue Shield of Texas; Patient Advocate Foundation; Ambry Genetics; MD Anderson Cancer Center; Baylor College of Medicine; The Memorial Hermann Healthcare System; HEB; and LIVESTRONG**
- Organize and orchestrate the annual preparations for Breast Health Summit, a two-day educational conference with professional speakers on current breast health and breast cancer-related topics with attendance of over 300 and continuing education credits offered for various levels of health care professional and paraprofessionals.
- Preside over and provide guidance on preparation of content for Membership Meetings, monthly newsletters and other educational events hosted or sponsored by BHCTexas
- Host platform for monthly webinar educational series with a cumulative 2500 plus attendees and over 1500 continuing education certificates provided for certified Community Health Workers

- Create policy platforms and collaborators for Bi-Annual Advocacy Day; successful in: 1) ***Maintaining a level budget for the continuation of Texas DSHS Breast and Cervical Cancer Services (BCCS) (2013),(2015);*** 2) ***Continuing and maintaining level funding for the Cancer Prevention and Research Institute of Texas (CPRIT) and grant programs (2013), (2015);*** 3) ***Promoting measures to improve the long-term employment feasibility status of Community Health Workers (CHW) throughout Texas (2013);*** and 4) ***Providing a voice to the passing of Texas Palliative Care legislation (Tex. Adm. Code Ann. §351.827, Vernon 2015) which established a council to make recommendations and remove barriers to appropriate palliative care services for Texans.***
- Provide supervision of staff and organization volunteers
- Prepare reporting and communications as needed for Board of Directors

**Gretchen H. Walton, P.C.**, Houston, Texas. **Principal.**

1/08 to present. Legal practice specializing in legal counseling, strategic planning, fundraising, temporary administration, operational assistance, and small litigation matters for non-profit entities. Currently, provide operations and development support to several public and private non-profit entities.

**Young Survival Coalition**, Houston, Texas. **Director.**

3/07 – 5/11. Provide leadership, direction and structure for local chapter to increase revenue, awareness, education and advocacy in providing consultative services for young individuals diagnosed with breast cancer.

- Prepare, manage and edit various budgets and bills for organized payment
- Plan, promote, and complete fundraising endeavors including foundation and government grants, corporate solicitation, and annual fundraising gala
- Proactive marketing of organization to increase constituent base and expand educational, advocacy and support services
- Provide leadership and oversight duties for a team of breast cancer survivors and volunteers
- Prepare reports, and other correspondence with local Executive Council, National Chief Executive Officer, National President and national organization as required

**Powers & Frost, L.L.P.**, Houston, Texas. **Senior Associate,**

2/02 – 2/07. A mass tort litigation firm with a focalized practice in the areas of asbestos, silicosis and medical device defense.

- Case management and trial preparation responsibility
- Trial support and attendance in South and East Texas Courts
- Argue and attend court ordered hearings, motions, conferences and mediations.
- Prepare for, attend and defend over 700 corporate clients at depositions.

**Dunn, Kacal, Adams, Pappas & Law, P.C.**, Houston, Texas. **Contract Associate,**

7/01 – 2/02. A large litigation firm specializing in general civil trial practice, including medical malpractice, toxic torts and products liability defense

- Completed legal research and memoranda in preparation for toxic tort litigation
- Argue and attend court ordered hearings, motions, arbitrations and mediations in South and East Texas Courts
- Prepare for, attend and defend over 500 corporate clients at depositions.

**Kruse, Luccia & Evans, L.L.P.**, Houston, Texas. **Associate**, 10/00 – 7/01. A litigation firm with a medical malpractice defense, nursing home defense, asbestosis/silicosis defense and products liability case docket.

- Prepared for defense litigation in medical malpractice, nursing home, and asbestosis/silicosis cases. Including the drafting and editing of answers, dispositive motions, discovery documents and settlement agreements.
- Created and presented continuing education seminar materials for nursing, legal and other allied health professionals working in the health care and long term care industry.
- Completed legal research and memoranda in preparation for litigation.
- Prepared required reports, charts, budgets and defense summaries and plans per request of insurance carrier clients.
- Located, negotiated rates and hired expert witnesses for use at trial.
- Prepared medical records summaries and charts for medical malpractice cases.
- Prepared clients and expert witnesses for depositions and trial.

**Hirsch Robinson, P.C.**, Houston, Texas. **Contract Associate**, 6/00 – 10/00. A small firm specializing in civil litigation, which provided risk management and liability services to independent nursing homes in the Texas gulf area.

- Prepared for defense litigation in medical malpractice, nursing home and premises liability cases. Including the drafting and editing of answers, dispositive motions, discovery documents and settlement agreements.
- Provided legal advice and counseling to independent nursing homes and other long term care institutions regarding professional credentialing, malpractice insurance for the institution and professional staff, JCAHO and Medicare/Medicaid accreditation standards, OSHA compliance and state survey and investigation processes.
- Created and presented continuing education seminars and in-service training for health care and legal professionals in the areas of nursing law, medical malpractice defense and nursing home liability.

**Newburger & Vossmeier**, St. Louis, Missouri. **Research Associate**, 5/99 – 6/00. **Law Clerk**, 5/98 – 5/99. A small firm with a substantial disability law and employment discrimination practice with a specialization in the American with Disabilities Act and the ADAAG standards.

- Assisted with litigation preparations for disability, domestic and employment discrimination cases. Including the drafting and editing of admissions, requests for production, interrogatories, motions, subpoenas, exhibit lists, and other legal forms and documents.
- Completed legal research and other tasks in preparation for litigation and other client transactional matters.
- Acted as a lobbyist for local, state and national disability, mental health and elder organizations.

**Nichols & Challis**, St. Louis, Missouri. **Law Clerk**, 5/97 – 5/98. A small firm specializing in estate planning, tax and probate law

- Fulfilled research duties as assigned. Including researching real estate titles and other deeds recorded in various counties in Missouri.
- Filed firm court documents, and recorded deeds.
- Assisted in drafting and editing wills, trusts, guardianships and conservatorships.

**Missouri Office of the Attorney General**; Mental Health Division, St. Louis, Missouri. **Student Intern**, 8/97 – 12/97.

- Researched and prepared memoranda regarding issues in mental health, developmental disabilities, mental retardation, juvenile, labor and employment law.
- Assisted in drafting state and mental health policy planning.
- Accompanied staff Assistant Attorney Generals on site visits, and client interviews at various state departments, institutions and agencies throughout the state.

**United Cerebral Palsy of Greater Kansas City**; LifeCare Planning, Inc. **Assistant Director**, 5/95 – 8/96. Handled administrative and consulting duties in assisting

persons with developmental disabilities with future legal and financial planning.

**Bethany Medical Center**, Hospital Rehabilitation Department, Kansas City, Kansas. **Assistant Office Manager, Therapy Technician**, 6/93 – 5/95. Through written and practical proficiency testing gained qualification to assist registered therapists with patient care in Physical and Occupational Therapy. Trained staff in the clinical administration of all therapy areas.

## Development and Fundraising

### Donations and Gifts

Breast Health Collaborative of Texas

- \$25,000 and above: **Advanced Health Education Center; Pink Ribbons Project; Michael Kotten Productions; and The Avon Foundation for Women**
- \$10,000 to \$24,999: **American Cancer Society; Episcopal Health Charities; Moncrief Cancer Institute; Cancer Treatment Centers of America; Houston Community College Foundation; Susan G. Komen for the Cure; Patient Advocate Foundation; MD Anderson Cancer Center; LIVESTRONG; Baylor College of Medicine; Westside Surgical Hospital; Twin Peaks; and Memorial Hermann Healthcare System**
- \$9,999 and below: **Blue Cross Blue Shield of Texas; Hologic; Kelsey Seybold Cancer Center; CanCare, Inc.; Texas Department of Insurance; Oncology Consultants; Ambry Genetics; Genomic Health; HEB; Alamo Breast Cancer Foundation; Varian Medical Systems; Planned Parenthood; TIRR; Theresa's Research Foundation; Liberty Mutual Insurance; and Harris County Hospital District Foundation**

### Research Activities

#### Community Reports

- American Cancer Society Community Health Empowerment Program (CHANGE Program) sponsored by Lee Jeans, A Division of VF Jeanswear Limited Partnership, Titled "*Community Outreach, Patient Education and Mobile Mammography for Underserved Women in Sunnyside – One of Houston's Oldest and Poorest African American Neighborhoods*"(2013 – 2015) (*Final Report 2015*). This program utilized two Certified Community Health Workers to navigate medically-underserved, African American women in the Sunnyside neighborhood of Houston, Texas into mammography screening (over 2500) and reduced the no-show rates for screening appointments by 11%.

### Grants and Contracts

#### Present

- 1R18HS023255-01 Highfield (PI) 07/01/2014-06/30/2017  
Evidence-based Dissemination for Mammography Adherence in Safety Net Communities  
Agency for Healthcare Research Quality  
Role: Sub-contract PI  
Sub-contract Budget: \$650,000
- Susan G. Komen National Kirklin (PI) 06/01/2016-06/01/2018  
Coalitions in Action, Galveston County, Texas: Facilitate Collective Impact strategies to improve efficiencies, collaboration and connections of breast health/breast cancer services for the medically-underserved in Galveston County, Texas  
Role: Sub-contract PI/Facilitator  
Sub-contract Budget: \$17,500

#### Pending

- Susan G. Komen Houston Highfield (PI) 04/01/2017-03/31/2018  
Peace of Mind Program: Increasing mammography appointment attendance in Galveston County, Texas.

Role: Sub-contract PI  
Budget: \$151,634

- Cancer Prevention Institute of Texas (CPRIT) 04/01/2017 – 03/31/2018  
Walton/Highfield (Dual PI)  
Mammography Promotion and Navigated Scheduling Through Community and Religious-Based Health Fairs  
Role: Co-Director  
Budget: \$399,988

## Past

- 05-2011-008 Avon Foundation for Women Gibbons/Highfield/Bray(PI)  
07/15/2010 – 06/30/2013  
Closing the Gap on African American Breast Cancer Disparities - The study sought to identify barriers to mammography screening, to culturally tailor an intervention to improve screening rates in urban, underserved, low-income African American women and to pilot test the intervention.  
Role: Program Director  
Budget: \$450,000
- American Cancer Society Walton (PI) 01/01/2013 – 01/01/2015  
Community Health Empowerment Program (CHANGE Program) sponsored by Lee Jeans, A Division of VF Jeanswear Limited Partnership, Titled "Community Outreach, Patient Education and Mobile Mammography for Underserved Women in Sunnyside – One of Houston's Oldest and Poorest African American Neighborhoods. This program utilized two Certified Community Health Workers to navigate medically-underserved, African American women in the Sunnyside neighborhood of Houston, Texas into mammography screening.  
Role: PI/Director  
Budget: \$150,000
- 0009019C National Institutes of Health M Fernandez (PI) 05/01/2014 – 05/01/2015  
Breast Health Education to Reduce Cultural Barriers to the Underserved – education program for clinical medical staff of Federally Qualified Health Centers (FQHCs) in the Greater Houston area on the current mammography screening guidelines  
Role: Director  
Subaward Budget: \$5000
- Episcopal Health Charities/Episcopal Health Foundation Walton (PI) 01/01/13-01/01/16  
Operational, infrastructure and technology grant  
Role: Director  
Budget: \$173,918

## Peer-Reviewed Publications

- Highfield, L., Rajan, S.S., Valerio, M.A., Walton, G., Fernandez, M.E., Bartholomew, L.K. 2015. A non-randomized controlled stepped wedge trial to evaluate the effectiveness of a multi-level mammography intervention in improving appointment adherence in underserved women. *Implementation Science*, 10:143 (14 October 2015).
- Highfield, L., Bartholomew, L.K., Rajan, S.S., Fernandez, M., Valerio, M., Walton, G., Chambers, D., Asgarisabet, P. 2015. Intervention Mapping for Implementation Intervention Development: A Systematic Approach. Agency for Healthcare Research Quality Annual Research Meeting. Washington, D.C.

- Roth, I., Highfield, L., Bartholomew, L.K., Rajan, S., Fernandez, M.E., Valerio, M., Walton, G., Chambers, D. Asgarisabet, P., 2015. Ethical Considerations for Community Dissemination of an Evidence-Based Intervention: A Systematic Approach. Ethics Student Poster Session, American Public Health Association (APHA) Annual Meeting, Chicago, IL.

## Teaching

### Presentations/Conferences

- Rice University, Leadership Institute for Nonprofit Executives (LINE), Co-Instructor for Current Legal and Ethical Considerations in Nonprofit Management (2009) – Edited, updated and co-taught non-profit legal curriculum module to LINE certificate students; approximately 40 students in attendance
- University of Houston, Graduate School of Social Work, Nonprofit Leadership Alliance Certificate Program, Instructor for Legal & Ethical Decision Making Course (2011, 2012, 2013, 2014, 2015) – Created a 3 hour module of non-profit legal/ethics curriculum for Social Work students completing Non-Profit Leadership Certificate Program; approximately 50-75 students in attendance each year
- UT Health, University of Texas School of Public Health, Guest Lecturer for Dr. Highfield, Community Health Practice I (2014, 2015) Created and presented lecture about community academic partnerships; approximately 15 students in attendance for each
- Texas Gulf Coast CHW/Promotores Association; Speaker Annual Conference (2015) Presentation and discussion of breast health/cancer disparities in Texas and information regarding the Breast Health Collaborative of Texas; approximately 200 in attendance
- American Association of Breast Care Professionals; Speaker/Moderator Annual Conference and Expo (2016) Presentation and discussion on ethics and pertinent legislation on the breast prostheses industry; approximately 50 in attendance

### Conference Leadership

- 2007, 2008, 2009, 2010, 2011 – Young Survival Coalition – Annual Education and Fundraising Event “In Living Pink” – each event raised over \$50,000 with 150-250 attendees
- 2013 – Breast Health Collaborative of Texas - 9<sup>th</sup> Annual Breast Health Summit – Educational Conference – 350 attendees – *Embracing Diversity: Bridging Healthcare Gaps In Texas*
- 2014 – Breast Health Collaborative of Texas – 10<sup>th</sup> Annual Breast Health Summit – Educational Conference – 400 attendees – *Navigating Through Healthcare Reform – A Road Map for Texans*
- 2015 – Breast Health Collaborative of Texas – 11<sup>th</sup> Annual Breast Health Summit – Educational Conference – 300 attendees – *From Prevention to Survivorship, Decoding the Breast Health Journey*
- 2016 – Breast Health Collaborative of Texas – 12<sup>th</sup> Annual Breast Health Summit – Educational Conference – 300 attendees – *Breast Cancer’s Footprint: At Home and Abroad*

### Student Mentoring

- Davis, Ashley – Bachelors of Social Work/University of Houston – Practicum/Intern Advisor (2015) – Graduated 2015
- Ferguson, Gayla – DrPh Community Practice/UTSPH – Practicum/Project Supervisor (2016, 2017)
- Roth, Isabel – DrPh Community Practice/UTSPH – Project Supervisor (2015)

### Videos/Television

- Narrator/Spokeswoman for informational recruitment video about *Peace of Mind* Program for improving mammography screening rates (Highfield, Producer) (2015)

- Narrator/Spokeswoman for informational video about *Breast Health Collaborative of Texas* organization (Michael Kotten Production) (2015)
- *Sunday Newsmakers with Khambrel Marshall* – KPRC Houston Channel 2 – Guest for discussion on breast cancer, breast health and the Breast Health Collaborative of Texas (2015)

## **Activities and Honors**

### **Saint Louis University School of Law**

National Moot Court Team 1998, 1999  
 Moot Court Competition Best Brief Award 1998  
 Health Law Association, President 1998-99; Secretary 1996 -98  
 Federalist Forum, Senior Opinions Editor 1998-99  
 Assistant Editor 1996-98  
 Women's Law Student Association, Member 1996-99  
 Student Bar Association, Class Representative 1996-99,  
 Red Mass/Picnic Chairman 1997-99, Volunteer Service Work-a-Day  
 Chairman 1998-99, Faculty/Student Relations Committee 1997-99

### **University of Kansas**, Medical Center Campus

Deans Honor Scholar 1994, 1995, 1996  
 Kansas Health Foundation Scholarship Award for 1994 and 1995  
 Master of Public Health Student Organization, Founder and  
 President 1994-96  
 University of Kansas Graduate Student Council, Preventive Medicine  
 Representative 1995-96

### **Pittsburg State University**

Deans Honor Scholar  
 Chemistry Department Scholarship  
 Karen Compton Biology Scholarship  
 Pittsburg State University Outstanding Senior Woman Finalist  
 Order of Omega Honor Society  
 Omicron Delta Kappa Honor Society  
 Sigma Sigma Sigma National Sorority, Member since 1990

## **Community Service**

### **National**

Breast Cancer Coalition Board Member, national advocacy/lobby arm of the National Breast Cancer Coalition to preserve funding for breast health/breast cancer research initiatives for the United States; such as Department of Defense, National Cancer Institute and National Institute of Health grant programs, 2014-present

Susan G. Komen for the Cure, National African-American Health Equity Initiative Community Leader and Roundtable Discussion participant, committed to reducing the overall mortality-rate of breast cancer of African American women through the removal of barriers to treatment and strategies to ensure preventive care, 2015-present

### **State**

Women's Political Caucus, Houston, Texas, Member, 2001-14  
 Women's Health Initiative of Texas – Member/Volunteer for Fundraising and Long-term Planning 2012-2014  
 UT Health School of Public Health Steering Committee for planning the future of public health, Community Representative, 2016-present

## Local

Congregation Emanu El School – Annual Fund Campaign Chairperson 2007-2013

The Fay School – Fundraising Volunteer and Annual Fund Campaign Committee 2011-2017

The Joy School – Annual Fund Committee 2015-2017

Breast Health Collaborative of Texas, Volunteer/Member 2008-13; Board Member and Legal Counsel 2010-2013

Austin Mother's Milk Bank, Volunteer 2011-2013

Sigma Sigma Sigma National Sorority, Alumnae Member 1993-2017

Association of Fundraising Professionals – Houston Chapter, Member 2011-2013

American Heart Association, Fundraising Volunteer 2010-2016

March of Dimes, Fundraising Volunteer 2012-2016

### **Bethany Medical Center**

Hospital Quality Improvement Committee, Rehabilitation Representative 1993-94

Rehabilitation Department Employee of the Month, 1/94

### **United Cerebral Palsy of Greater Kansas City**

Member of the Jackson County Board of Services for the Developmentally Disabled

Annual Awards Committee 1995

Holiday Charity and Service Committee 1995