

JOSÉ L. ORTIZ, ESQ.

44 Fenimore Road
Teaneck, New Jersey 07666

Phone: (C) 646-734-2783

Email: ortizcasa@optonline.net

LEGAL EXPERIENCE:

Bergen County Mental Health Law Project, Hackensack, New Jersey

Lead Attorney: April 2014 – Present

- I supervise a specialized law office within the Bergen County Health Services Department, which provides free legal services in civil matters to indigent Bergen County residents with a diagnosis of mental illness, MICA (Mentally Ill Chemical Abuser) and/or Complex Chronic Disease (mental illness, substance abuse HIV/AIDS).

Essex-Newark Legal Services, Newark, New Jersey

Deputy Director: May 2008 – April 2014

- I assist the Executive Director in the day-to-day management of Essex-Newark Legal Services (ENLS), a private non-profit corporation, providing free legal assistance in civil matters to economically disadvantaged residents of Essex County, New Jersey.
- I provide introductory compliance training for new employees as well as training for all managers, employees, interns and volunteers.
- I assist the Executive Director in supervising all legal work in the areas of landlord-tenant law, public benefits, family law, consumer law, and foreclosures.
- I monitor the system of quality control to ensure all legal work and program operations are in compliance with all applicable rules and regulations.
- I handle clients' grievances.

Managing Attorney: February 2007 – April 2014

- I manage Essex-Newark Legal Services' Housing & Income Maintenance Unit, the largest substantive law unit, in delivering high volume, aggressive legal assistance and representation to low income Essex County residents in all aspects of state and federal housing rights, emergency assistance programs to prevent homelessness, and public assistance benefits.
- I represent clients in filing fair housing complaints with the US Department of Housing and Urban Development.
- I conduct Legal Services of New Jersey's statewide training to attorneys and paralegals on handling emergent matters before New Jersey's courts

and on federal laws and regulations governing federally subsidized housing programs.

Supervising Staff Attorney: June 1998 – February 2007

- I assisted the Housing and Income Maintenance Unit's managing attorney in supervising 10 attorneys and 2 paralegals.
- I trained junior attorneys and paralegals in delivering high volume, aggressive legal assistance and representation to low-income tenants in all aspects of state and federal housing rights and emergency assistance programs to prevent homelessness.
- I handled numerous appeals and trials before New Jersey's Appellate Division and Law Division.

Staff Attorney: October 1996 – June 1998

- I represented tenants in a full range of landlord/tenant disputes before the courts of New Jersey.
- I developed expertise on federal subsidized housing programs and public entitlements programs.

EDUCATION:

New York Law School, New York, N.Y.
J.D., 1990

Inter-American University of Puerto Rico, Hato Rey, P.R.
B.A. in Political Science, Cum Laude, 1986

PUBLISHED COURT OPINIONS: Bouie v. N.J. Department of Community Affairs, 407 N.J. Super. 518 (App. Div. 2009); 279 4th Ave. Management v. Mollett, 386 N.J. Super. 31, 38 (App. Div.), cert. den. 188 N.J. 354 (2006).

AWARDS:

- 2010 Legal Services of New Jersey's Donna Hildreth Award for Outstanding Contributions to Training.
- 2006 Legal Services of New Jersey's Outstanding Supervising Attorney Award.
- 2001 Legal Services of New Jersey's Madeline Houston Outstanding Attorney Award.

FLUENT IN SPANISH.

REFERENCES AND EMPLOYMENT BEFORE 1996: Available upon request