



EDUCATION:

J.D. (2000) University of the Pacific, McGeorge School of Law, Sacramento, CA
M.S. (1993) University of Southern California, Los Angeles, CA (SystemsManagement/Engineering)
B.A. (1984) St. John's College, Santa Fe, NM (Liberal Arts)

LICENSES AND CERTIFICATIONS

New Mexico State Bar license #21821; California State Bar license #210045 (inactive)
Mediation, New Mexico Theory and Practice (University of New Mexico School of Law)
Mediation Professional (Strauss Institute, Pepperdine School of Law, Mediation Program for LACo)
Certified Integrated Resource Manager (APICS, Educational Society for Resource Management)

LEGAL EXPERIENCE

ATTORNEY AND COUNSELOR AT LAW: 2000 ~ Present

E.J. Travis Law and Management Services, Owner (1/2025 to present), Santa Fe, NM

Provide legal services as a neutral, hearing officer and mediation/settlement facilitation and to clients seeking transactional services, including legal and management services focused on crafting complete business solutions for small and non-profit business clients.

New Mexico Department of Transportation, Office of General Counsel (5/2008 to 12/2024) Santa Fe

Deputy General Counsel, Operations (highway construction) and Finance practice group supervisor with management responsibilities for attorney and legal staff positions, up to 4 full-time employees (FTE), including hiring and performance management duties. September 2012 to December 2024. Represented the Department before the State Transportation Commission, courts, administrative claims boards, hearing officers, and in mediations. Lead counsel for administrative, civil litigation and appellate cases involving bidding disputes, construction claims, contractor suspension and debarment, and water law matters. Provide counsel to clients on a variety of issues related to highway construction, contracts and procurement, program funding and appropriations, annual contingent liability reporting, IPRA and Open Meetings Act, federal regulations and federal program compliance. Special emphasis on alternative project delivery methods, including Design Build and Construction Manager General Contractor. Draft legislation and regulations, review and prepare bill analyses, and assist other agencies as assigned by the Cabinet Secretary or General Counsel.

Assistant General Counsel, May 2008 through September 2012. Lead and co-counsel for diverse litigation caseload ranging from construction delay claims, bid protest appeals, regulatory program and IPRA challenges. Participated in discovery, witness preparation, IPRA document review. Drafted pleadings, opinion letters and other presentations related to construction, contracts, procurement, environmental and federal programs. Provided legal guidance to the claims review boards and hearing officers. Represented the Department on the Governor's Waste Isolation Pilot Project (WIPP) task force. Served on the Department's specifications drafting committee and contractor prequalification program revision drafting and rulemaking teams.

Ms. Elizabeth J. Travis, Esq., MSSM

Santa Fe County, Office of the County Manager/Attorney's Office, Strategic Planner and Assistant County Attorney (3/2006 through 4/2008) Santa Fe, NM.

Strategic Planner. Supported the County Manager and worked collaboratively with all department heads to design and implement the county strategic plan, including assessment measures. Participated in the development of the county's Integrated Growth Management plan, including infrastructure, policy making, and coordination of public-private partnerships to achieve regional resource management.

Assistant County Attorney. Counseled elected officials, department heads and staff on diverse legal matters including: taxation, elections, land use, water projects, procurement of goods and services, joint powers agreements, and ordinance drafting. Successfully represented the county in administrative proceedings and litigation ranging from code compliance actions, property tax valuation protests, liability and land ownership disputes. Drafted ordinances, resolutions, contracts and policies. Active participation in joint city/county/private partner design-build water project including drafting the RFP, contract and responses to federal agencies.

E.J. Travis Law and Management Services, Owner (1/2005 through 3/2006), Santa Fe, NM

Provided legal and management services focused on crafting complete business solutions for small and non-profit business clients. Clients included personnel service, engineering, survey, real estate development, and medical arts/health care firms. Pro-bono work with the Small Business Development Center at the Santa Fe Community College advising and training related to business formation and contract negotiation for program participants.

Law Office of David S. Baumwohl, P.C., (5/2002 through 11/2004) Mammoth Lakes, CA

Transactional practice with occasional litigation, primarily focused on business and employment law, local government, non-profit, planning and zoning client representation. Some estate planning work. Clients included Mammoth Mountain Ski Area (MMSA), Southern Mono Healthcare District (aka Mammoth Hospital), and the Mammoth Lakes Foundation. Pro-bono civil matter guidance for MMSA employees.

OTHER WORK EXPERIENCE

ASSISTANT DIRECTOR - LAW SCHOOL ADMISSIONS: 2000 THROUGH 2002

University of the Pacific, McGeorge School of Law, Sacramento, CA

Managed an office staff of 3 FTE, plus a temporary staff of 2 student recruiters and part-time student aides. Planned and implemented nationwide recruiting campaigns designed to increase applicant pool and rankings. Increased the non-traditional student base and improved the median LSAT for incoming class by 2 points. Developed targeted program marketing involving extensive interaction with prospective students, parents, alumni, higher education professionals and members of the legal community. Additionally, performed pro-bono legal services (2000 through 2002) concurrent with Assistant Director position through the Sacramento County Bar Association - landlord/tenant guidance.

ENGINEERING AND MANAGEMENT: 1984 THROUGH 1996

Aluminum Company of America (ALCOA), Electronic Packaging Division (1994 through 1996), San Diego, CA -- Process and Logistics Engineer Specialist. Responsible for division-wide cost and productivity improvements through process reengineering activities, especially supply-chain and workforce utilization improvements. Realized significant company-wide cost savings through point-of-use delivery system design and implementation, as well as by revisions made to contracting/payment policies incorporating consignment theories. Project leader and facilitator for cross-functional process teams, averaging 7 to 12 separate department or user-group participants.

Northrop-Grumman Corporation, B-2 and Aircraft Divisions, (1986 through 1994) Palmdale and Hawthorne, CA - Industrial Engineer, Sr. and Production Control Management. Provided functional expertise and management direction for advanced military projects designed and developed to enhance business operations across the corporation's divisions. Completed strategic plans, productivity assessments, as well as performed hiring and division reorganization projects. Implemented systems incorporating flight test requirements with production build sequences. Direct management responsibility for 12 FTE and cross-functional oversight responsibility for two full shifts as the production control supervisor.

Rockwell International (now Boeing Co.), Space Shuttle and B-1 Divisions (1984 through 1986), Palmdale and Downey, CA - Statistical Analyst. Provided investigative analysis and reporting of production operations, constraints to launch, mission payload configurations and systems installations.

PUBLIC SERVICE AND PROFESSIONAL ORGANIZATION MEMBERSHIPS

New Mexico and California Bar; State Bar of NM Commissioner, District 1, (2017 to present); State Bar of NM Foundation Board President-Elect (2022 to present); NM Supreme Court Disciplinary Board Member (2019 to present); NM Supreme Court Client Protection Fund Commission (2025 to present); State Bar Ethics Advisory Committee (2015 to present); State Bar ADR Committee (2025 to present); "Bridge the Gap" mentor (2014 to present); First Judicial District Bar Assoc.; Oliver Seth Inn of Court Barrister (2017 to present); American Bar Association (ABA); ABA Foundation member; past member, Rotary International, Paul Harris Fellow

PRESENTATIONS, PUBLICATIONS, AND INTERNSHIPS

- 2024 NBI CLE "Attorney's Complete Guide to Experts in NM Civil Litigation" Ethical Considerations for working with Experts
- 2023 NBI CLE "Legal Ethics of Email: From Disclaimers to Data Breaches"
- 2023 NBI CLE "Litigating Civil Cases in NM" Legal Ethics "Avoiding Key Dangers"
- 2019 NBI CLE, "Troubleshooting Construction Project Legal Issues" Ethical Considerations
- 2019 NBI CLE, "Dirty Litigation Tactics: How to Deal with a 'Rambo' Litigator" & "Ethics-It's Legal but is it right?"
- 2019 Bridge the Gap CLE, Government Lawyer's Track, Civil Procedure and Ethical Rules for Gvt. Lawyers
- 2018 NBI CLE, "Civil Trials Start to Finish", two sections: Court Rules & Updates and Ethical Considerations
- 2017 State Bar of New Mexico, CLE program, "Mock Meeting of the Ethics Advisory Committee"
- 2013 New Mexico Annual Engineering Conference - "Construction Claims Under the New Division 100 Rule"
- 2012 NMWBA CLE program, "Who Is Your Client? Ethical Considerations Concerning Representation of Corporate and Institutional Clients"
- Elizabeth J. Travis, Note, *Federal Public Forest Law Update 1996-1999*, Sierra Nevada Forest Protection Campaign, Feb. 2000
- Law School Internship: (1999) Mono County Attorney's Office (Mammoth Lakes, CA)
- Law School internship: (1998) U. S. Department of Justice, environmental division (Sacramento, CA)