

## **RESOLUTION**

**WHEREAS**, in accordance with Section 370.251 of the Texas Transportation Code and the City of El Paso’s Petition and Request for Authorization to Form the Camino Real Regional Mobility Authority, as approved by the Texas Transportation Commission, the terms for three (3) Camino Real Regional Mobility Authority (CRRMA) Board positions expire on February 1<sup>st</sup> of each year;

**WHEREAS**, in the event of a vacancy, reappointment, or replacement, Board member nominations shall be solicited by the Mayor from City Council by written notice for a period of not less than two (2) weeks, and upon completion of this two week period, the Mayor shall review all received recommendations and those identified by the Mayor as well;

**WHEREAS**, the Mayor shall then make one (1) nomination for each position via presentation to the City Council at a City Council meeting and Council shall appoint a member for each open position by majority vote evidenced by City Council Resolution; and

**WHEREAS**, on January 29, 2021, the Mayor notified City Council in writing of the intent to appoint Board members and also provided an opportunity for Council members to provide recommendations for nominations by February 12, 2021;

**WHEREAS**, recommendations were received from Council;

**WHEREAS**, the Mayor now nominates a candidate for appointment for CRRMA Board Position 6 and re-appointment to Position 4 in accordance with the appointment process outlined herein and presents the nominations at a City Council meeting on March 2, 2021; and

**WHEREAS**, the City now desires to make an appointment for CRRMA Board Position 6 and re-appointment for Position 4 in accordance with the appointment process outlined herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the City of El Paso hereby appoints to the Camino Real Regional Mobility Authority Dorothy “Sissy” Byrd for Position 6 and re-appoints Col. James Smith for Position 4 which shall both take effect March 2, 2021 and expire on February 1, 2023.

**APPROVED** this 2<sup>nd</sup> day of March 2021.

(Signatures on the following page)

**THE CITY OF EL PASO:**

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Oscar Leeser  
Mayor

**ATTEST:**

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Laura D. Prine  
City Clerk

**APPROVED AS TO FORM:**



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Omar De La Rosa  
Assistant City Attorney

**Dear Mayor Leeser and City Council Representatives,**

**I have submitted my resume for the appointment to the Camino Real Regional Mobility Authority Board (CRRMA) in El Paso, Texas and I humbly request your consideration and your endorsement by voting so that I will be selected.**

**For me it is always an honor to serve my community in any way that I can. I have consistently demonstrated proven leadership in our community, shown my compassion and my commitment for the betterment of El Paso, Texas.**

**I have maintained an unwavering commitment to our community by volunteering. In 2019, I had the honor of being inducted into 3 Hall of Fame's. On March 30, 2019, inducted into the El Paso Commission for Women Hall of Fame. April 25, 2019, inducted into the City of El Paso Senior Corps Older El Paso (RSVP) Hall of Fame. In November 2019, selected to be inducted into the El Paso County Democratic Party Hall of Fame and inducted on January 25, 2020.**

**In 2020 even with our community facing trying times during the pandemic, I still volunteered in our community at our local food bank and delivered food boxes. And ran a campaign for City Council, which was very hard but worth it.**

**I am a member of many organizations here in El Paso and I am holding or have held various positions from Chair to other elected or appointed positions. In some, I have made history.**

**I am vetted in this community since coming here in 1991 from Germany.**

**By being selected for this board I will bring to this Board an open mind and a willingness to learn, do what is right and be apart of the future growth of our City.**

**I am committed to seeking another run for office again in the future or be in another capacity in which I will work for the citizens of El Paso, Texas, so therefore this position will increase my knowledge of how our city works which is very important to me. I understand that the board meetings are on Wednesday's during the time that I am to be at work but this will not be a problem due to the fact that I have put in a leave of absence for Wednesday mornings with no pay to be able to attend the meetings. I called and did visit this board's website to understand when and how this board is working for El Paso, and I can without hesitation confirm that I will be committed to the Camino Real Regional Mobility Authority Board (CRRMA) in El Paso, Texas and will be available. I stand by this" Remember to stand up for what is right and do a good job even if you lose something, could be a job or position but don't lose yourself."**

**I have attached my resume and can provide letters of recommendation if needed, as well.**

**Please feel free to reach me at anytime at (915) 861-3159. Thank you in advance and I am looking forward to hearing from you soon with your decision.**

**Sincerely,**

*Dorothy M. Byrd*

**Dorothy "Sissy" M. Byrd**

## **Dorothy M. Byrd**

### **Job Objective**

A position where my experience and skills will be an asset to your company/board.

I have many years' experience in the fields of Home Health, Accounting, Bookkeeping, Supply Clerk, Office Clerk, Auditing, Marketing, Mental Health Care Manager with Management and Supervisory Skills.

### **Skills**

Accounts Payable  
Payroll  
Reconciling Bank Accounts  
Invoicing  
Filing  
Medical Billing  
Data Entry  
Dispatcher  
Case Management  
Supervisor (over 10 people)

Accounts Receivable  
Bookkeeping  
Medical Coding  
Auditing  
Notes Payable  
Insurance Eligibility  
Inventory-Ordering/Accountability  
Public Relations / Marketer  
Intake / Referrals  
Patient Files

Computer Software / Training: Quick Books, Excel, Word, Office Works, GLMI, Kinnser, ICD-9 and ICD-10 Medical Coding

Machines / Office Equipment: Calculators, Printing Equipment, Fax Machine and Computer (Laptop and Tabletop).

### **Employment**

#### **Our Angel Home Health, Inc.**

6080 Surety Drive  
El Paso, Texas 79905

Position: **Insurance Specialist**

Duties: Verify all Patients Benefits and Eligibility for Referrals, ICD-10 Medical Coding, Data Entry of Patients Information into Computer, Enter all Insurance Authorization into Computer, Chart Tracking Forms, Monthly Compose and Verity Eligibility Verification Report for all Patients, Daily Discussions about Patient's Care (Scheduling, Service and Amount of Visits) due to Benefits, Mail, Recertification Report Daily , Weekly Medicare Eligibility Inquiry Summary Report, Assign Nurses for Admissions, Call Patients, Daily Claim Summary Totals Inquiry Report, Check History Report Daily for EFT, Authorization for Additional Service Forms Daily, Audit Charts for Payment, Verity Notes to Computer Data, Kmail, Medical Billing, Filing, Fax/Call/Email to Insurance Companies Required Paperwork, Answer Phone, Represent Our Angel at Meetings and Functions, Marketer and Pick-up orders from Doctors offices when needed.

**Dorothy M. Byrd**

### **Employment**

January 2011 – Current  
(915) 629-9600

**Col. Louis A. Carter American Legion Post 832**

2400 Bassett Avenue

El Paso, Texas 79925

Position: **Post Helper**

Duties: Bartender, Order Liquor, Beer, Supplies, Inventory and follow TABC guidelines.

April 2008- July 2018

(915) 534-9395

**Back at the Ranch**

10948 Ted Williams Place (Home Office)

El Paso, Texas 79934

Position: **El Paso Operations Manager**

Duties: Company is in Santa Fe, New Mexico. Buyer of Exotic skins, Inspections of Boots, Log for Skins, Check Orders, Order Supplies, Inventory, Public Relations, Bi-Weekly Meeting with Owners of Boot Making Companies, Daily contact with Boot Makers, Oversee 10 Boot Makers, Schedule Meetings with Owner of Back at the Ranch (when in town) and local Boot Companies

August 2004 – July 2007

(915) 822-3300

**Houchen Community Center**

609 S Tays Street

El Paso, Texas 79901

Position: **Bookkeeper / Secretary**

Duties: Payroll, Financial Statements, Audits, Reconciling (6) Bank Accounts, Accounts Receivables, Accounts Payable, Budgets (Daycare, Community Center, LIFT, Food Pantry, etc.), Report on Financial Review at Finance Committee Meeting and Board of Directors Meeting Monthly, Grant Tracking, Help with Grant Writing, 3 Sets of Books (Community Center, Daycare and LIFT), State and Federal Reports for Payroll and Sales, Help with various programs and fundraisers when needed (Fun in the Sun, Food Pantry, Festivals and Banquets) and a Newsletter. Represent Houchen at Meetings and Functions. Log of Donators for Thrift Shop and arrange pick-ups for items.

July 2002 – June 2004

(915) 533-6445