DATE: January 23, 2008

TO: City Clerk

FROM: Representative Melina Castro

ADDRESS 2 Civic Center Plaza, 10th Floor TELEPHONE 915-541-4400

Please place the following item on the (Check one): CONSENT XXX REGULAR ____

Agenda for the Council Meeting of January 29, 2008

Item should read as follows: Re-appointment of Daniel L. Barnes to the International Bridge Commission by Representative Melina Castro, District 4.

SPECIAL INSTRUCTIONS: ____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: International Bridge Commission

NOMINATED BY: Representative Melina Castro DISTRICT: 4

NAME OF APPOINTEE Daniel L. Barnes
(Please verify correct spelling of name)

BUSINESS ADDRESS: William Beaumont Army Medical Center – 5005 N. Piedras

CITY: El Paso ST: TX ZIP: 79920 PHONE: 915-569-4341

HOME ADDRESS: ____

CITY: ____ ST: ____ ZIP: ____ PHONE: ____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Re-appointment

EXPIRATION DATE OF INCUMBENT: 01/31/2008

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE):
TERM EXPIRED: XX
RESIGNED ____
REMOVED ____

DATE OF APPOINTMENT: 01/29/2008

EXPIRATION DATE OF NEW APPOINTEE: 01/31/2010

PLEASE CHECK ONE OF THE FOLLOWING:
1st TERM: ____
2nd TERM: XX
UNEXPIRED TERM: ____

APPLICATION
FOR
BOARDS AND COMMISSIONS
CITY OF EL PASO

NAME Daniel L. BARNES District District 4

Business Address William Beaumont Army Medical Center
5005 N. Piedras El Paso Tx 79920 Business Phone 915-569-4341

Length of Residency in the City of El Paso 22 Yrs

Educational Background 2 yrs College – Elizabeth Town Community College, KY
Aurora Community College, Aurora Colorado, Georgia Military College.
Texas Tech University, UT. El Paso.

Employment Background U.S. Civil Service, US Army (retired) Health Care Industry:
AAFES, Fores Cafeterias –
* Refer to Resume *

Volunteerism, Organizations, Community Service, Special Qualifications Red Cross Placement Super.
Volunteer youth athletics organizations – Denver Colorado, Fairbanks
ALASKA

References (Name and Phone Number): Dave Barrientes
Gwendolyn Jones
Joe GOMEZ

Commissions and Boards in which you are particularly interested
International Bridge Commission

Signature Daniel L. Barnes Date 23 Jan 2006

RESUME

DANIEL L. BARNES

PROFILE OF QUALIFICATIONS

A proven leader with over 23 years experience in various health care delivery settings, with a strong background in management, problem solving and decision-making. Results oriented with a demonstrated ability to work collaboratively to enhance services while reducing costs and increasing productivity.

SKILLS

I manage and supervise a variety of employee categories, i.e. military personnel, civilian personnel. I have excellent communication and people skills, am a team player, can develop and edit work schedules, have flexibility and provide an efficient office work environment. I provide leadership for my staff with sound decision making while taking into consideration their input. I budget and purchase office supplies and equipment as needed. I have responsibility and can account for personnel, equipment and security of the office. I have extensively worked with and mastered operating computer systems: Microsoft Windows 95, 98, 98se, 2000, Millennium, XP, and NT. I am proficient at data entry on variety of computer systems to include Unix based systems. Familiar with and used Microsoft software, Word, Excel, PowerPoint, and Access throughout my career in various tasks and missions. Capable of basic computer networking and installing network line drops. I can do minor computer repair and upgrade hardware and software.

EXPERIENCE

Sep 2005-Present **Patient Affairs Branch, Alternate Physical Evaluation Board Liaison Officer, William Beaumont Army Medical Center, El Paso, Texas**

Responsibilities: Alternate Physical Evaluation Board Liaison Officer (PEBLO) orchestrates a wide variety of complex cases including temporary disability retirements, medical boards, informal and formal Physical Evaluation Boards and appeals. Counsels military personnel and/or their representatives being processed for physical evaluation findings and recommendations, retired or severance pay, income tax deductions, retired benefits, disability compensation, potential benefits of the Veterans Administration, Social Security and State. Uses judgement regarding form and arrangement of statistical or tabular material involving numerous headings and subheadings. Transmits, receives and acknowledges messages. Advises the patients involved, as to alternative courses of action, assisting them in preparation of appeals and rebuttals, and assuring that the member is aware of all-potential services and benefits available to meet the member's goals. Provides counseling during all phases of Physical Evaluation Board considerations. Advises member of the right to apply to the Veterans Administration for disability benefits. Estimating the amount of retired or severance pay member may receive under several formulas, and counsel's member on income tax deductions and the Survivor Benefit Plan. Counseling members on the Temporary Disability Retirement List. Advised member of legal rights to a hearing, review of findings, and appeal procedures. Explains board findings to the member in clearly understandable language, together with the effect of the recommended disposition on the member's status. Conducts orientation programs for members undergoing or projected for board actions, and serves as speaker at other conferences when requested to discuss benefits, procedures, and

disposition of cases. Is responsible for the review and processing of Profile Boards, Erroneous Induction Boards, and other types of board actions related to physical or mental disability separation or retirement from the armed forces. Utilized a thorough knowledge of medical terminology to assure claim is properly and adequately documented and recommendations are consistent with presentation of facts. Coordinates all requirements for scheduling and finalizing disposition actions for mentally incompetent boards and spinal cord injury cases. Receives medical boards and insures all medical records, personnel data, photos, etc., have been obtained and closed as part of the board. Develops and coordinates administrative procedures pertaining to Medical Board, and Physical Evaluation Board cases.

Oct 2004- Aug 2005 **Terra Health INC, Medical Processing Assistant, Contract Civilian for William Beaumont Army Medical Center, El Paso, Texas**

Responsibilities: Civilian contract employee for William Beaumont Army Medical Center, El Paso, Texas with responsibilities to assist case manager duties. Plan, direct, coordinate and manage the day-to-day operations providing counseling services to soldiers undergoing processing through the Army Medical Holdover System. Coordinates and or makes appointments (via computer input terminals that use the Patient Appointment System (PAS), verifies patient information and assures forms needed to record treatment and information and preliminary work pertaining to visit is contained in patient's record. Alters appointment schedule to accommodate emergency situations. Follow up with patients after their appointment, checks records for completion of forms and physician's signature. Maintains data on patient visits for use in work reports. Performs a variety of standard and nonstandard clerical duties to coordinate travel arrangements, services, and medical appointments for patients from distant areas of the Southwest Region (New Mexico and other states). Serves as a patient liaison between the WBAMC medical staff and physicians at other DOD medical facilities in the Southwest who are requesting medical care at WBAMC. Schedules and coordinates medical appointments for patients with various clinics, ensures all treatment requested by the physician has been scheduled and reschedules when necessary. Coordinates the scheduling in order to avoid conflicts in different clinic schedules and ensures coordination between the incoming patient or the referring physician and the clinic.

Accomplishments:

- Developed a patient database tracking system.

June 2003- Nov 2004 **Patient Accountability Branch Supervisor, William Beaumont Army Medical Center, El Paso, Texas**

Responsibilities: Plan, direct, coordinates and manage the day-to-day operations of the Admissions and Dispositions Office for a 94-bed Military Medical Center. Direct responsibility for the functions of Admissions and Dispositions, Air Medical Evacuations, Medical Claims, Out Source Medical Services Travel (TRICARE Travel Reimbursements), National Disaster Medical Services, Mass Casualty Patient Accountability, office supply and equipment management. Lead a staff of 13 employees.

Accomplishments:

- Served as a key member of a team that reorganized the Advance Medical Directive program (Living Will) attributing to 100% JCAHO compliance.
- Developed a bedside newborn patient benefit enrollment program relieving patient stress by eliminating travel to an off site location.
- Created user-friendly procedures and marketed Language Line Interpretation services enhancing communication between provider and patient.

July 2000– June 2003 Patient Administration Division Supervisor, Weed Army Community Hospital, Fort Irwin, California

Responsibilities: Directed, coordinated and synchronized the day-to-day operations of the Patient Administration Division services for a 27-bed community hospital. Directly responsible for the functions of Admissions and Dispositions Section, Hospital Treasury, Medical Records Section, Medical Disability Claims (Medical Evaluation Board) Office, Mass Casualty Patient Accountability Coordinator, Transcription Services, Health Insurance Portability Accountability Act (HIPAA) Office, Release of Medical Information Office, Families with Special Medical Needs Services (Exceptional Family Member Program, EFMP), managed the division budget, and Birth Registration Office. Lead a staff of 18 Employees.

Accomplishments:

- Coordinated a 100% review and correction of over 10K outpatient medical record Master Problem Lists resulting in 100% JCAHO compliance.
- Implemented HIPAA and established an Information Privacy Office with 100% accountability of released documents.
- Coordinated billing with the local Legal office and Medical Affirmative Claims office resulting in collection of 17K.

June 1996- July 2000 Outpatient Medical Records Branch Supervisor, Patient Accountability Branch Supervisor, Medical Claims and Billing Supervisor, Ireland Army Community Hospital Fort Knox, Kentucky

Responsibilities: Planned, coordinated and directly managed the day to day operations and functions of an Outpatient Medical Records room consisting of over 60K medical records with a beneficiary population of over 30K. Supervised Admissions and Dispositions Section of a 42-bed community hospital. Mass Casualty Patient Accountability, office supply and equipment management. Directly responsible for Claims collections and payments for services provided to Active Duty soldiers in a 7-state region. Lead a staff of 26 employees.

Accomplishments:

- Trained the hospital staff on a hospital wide automated data system program as well as outlying clinics in a 7-state region.
- Organized and provided oversight in the Medical Insurance Third Party Claims Program collecting over $600,000.
- Achieved a 100% audit of 60K medical records for JCAHO.
- Resolved numerous patient and staff complaints/issues in a fair, understanding and consistent manner.
- Consolidated medical records into central location enhancing record availability for patient care.

1983 -1996 Hospital Administrative Functions: Clerical Duties, with increased Leadership positions of increasing responsibility, in a variety of healthcare organizations.

EDUCATION

Education
College/University
Elizabethtown Community College (10/16/1996 - 12/14/1999)
Elizabethtown, Kentucky
United States
Degree: N/A - Major: General Studies
GPA: 3.6

College/University
Aurora Community College (08/28/1989 - 05/18/1991)
Aurora , Colorado
United States
Degree: N/A General Studies
GPA: 4.0

Description: Main course of study was Psychology and Government

College/University
GEORGIA MILITARY COLLEGE (09/06/1983 - 05/16/1986)
Milledgeville, Georgia
United States
Degree: N/A General Studies
GPA: 3.5 Quarter Hours: 10

Description: Main course of study was Accounting

Texas Tech University (08/1978 – 06/1979)
Lubbock, Texas
Degree: N/A General Business
GPA: 2.0
Description: Main course of study was General Business

University of Texas at El Paso
El Paso, Texas
Degree: N/A General Business
GPA: 1.5
Description: Main course of study was General Business

High School
IRVIN HIGH SCHOOL (08/20/1974 - 05/25/1978)

REFERENCES:

William Beaumont Army Medical Center (09/01/2005 - Present)
Patient Affairs Branch, Alternate Physical Evaluation Board Liaison Officer (PEBLO)
El Paso, Texas United States
Supervisor: Gwendolyn Jones

Terra Health INC. (10/01/2004 – 08/20/2005)
Medical Processing Assistant
San Antonio, Texas United States
Supervisor: Karen Johnson, MAJ

William Beaumont Army Medical Center (06/20/2003 - 11/30/2004)
Patient Accountability Branch Supervisor
El Paso, Texas United States
Supervisor: David Barrientes

Weed Army Community Hospital (07/20/2000 - 06/20/2003) –
Patient Administration Division Non Commissioned Officer in Charge (Supervisor)
Fort Irwin , California United States
Supervisor: Dan Jones

Ireland Army Community Hospital (06/20/1996 - 07/20/2000)
Outpatient Medical Records Branch Supervisor, Patient Accountability Branch Supervisor,
Medical Claims and Billing Supervisor
Fort Knox, Kentucky United States
Supervisor: Myron Fay