

DATE: June 29, 2009

TO: City Clerk

FROM: Representative Susie Byrd

ADDRESS 2 Civic Center Plaza, 10th Floor

TELEPHONE 915-541-4996

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

Agenda for the Council Meeting of July 7, 2009

Item should read as follows: Appointment of James H. Tolbert to the Open Space Advisory Board by Representative Susie Byrd, District 2.

SPECIAL INSTRUCTIONS: _____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Open Space Advisory Board

NOMINATED BY: Representative Susie Byrd DISTRICT: 2

NAME OF APPOINTEE James H. Tolbert
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

CITY: El Paso ST: TX ZIP: 79930 PHONE: _____

HOME ADDRESS: _____

CITY: El Paso ST: TX ZIP: 79930 PHONE: _____

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

NAME OF INCUMBENT: New Board

EXPIRATION DATE OF INCUMBENT: _____

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

DATE OF APPOINTMENT: 07/07/2009

EXPIRATION DATE OF NEW APPOINTEE: 06/30/2013

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX

2nd TERM: _____

UNEXPIRED TERM: _____

JAMES H. TOLBERT

Education

M.Div., Episcopal Theological Seminary of the Southwest 1983
B.S.Ed., Texas Tech University 1975

Professional Experience

Independent Sales Broker 1995 – present

Opened and manage a client base of nearly 200 active accounts through relationship marketing and a strong internet presence including authoring a business tips e-letter.

Newsletter Publisher 2002 – present

Carnation Farmers Market, It's Our District, Newman Park Neighborhood Association and Business Friends (a letter for customers)

Write, edit and publish emailed newsletters; do all research including up-to-date news with links to internet sources; have increased circulation for all publications. Additionally, I currently blog for the Newman Park Neighborhood Association in El Paso, Texas

Parish Priest, Episcopal Church 1983 – 1998

Pastor of parishes in Pampa, Texas, Paradise Valley, Arizona and Issaquah and Snoqualmie, Washington.

Responsibilities included development of strong outreach and educational programs; administrative direction and oversight for all program areas including community and public relations; training sessions for interpersonal development and ministry outreach; and parish financial management; staff supervision; editing and publishing of monthly or bi-monthly newsletters; built support groups; and presided over all parish board meetings.

Chaplain, Coronado Community Hospital, Pampa, TX 1984

Provided counseling and comfort for all patients and kept in close communication with all area church leaders.

Chaplain, Brackenridge Hospital, Austin, TX 1982 – 1983

Called on patients in orthopedic and neurological wards and PEDI-ICU; created and led active group counseling with families of long-term patients.

Remodeling Contractor Lubbock, TX 1978 – 1980

Managed small insurance repair and remodeling company; supervised accounting activity, purchasing, prep work, solicitation of projects; served as project manager for all jobs through completion.

Teacher, Lubbock Independent School District, Lubbock, TX 1975 – 1978

Taught High School level English and American History.

James H. Tolbert

-2-

Community Service

City of El Paso Parks & Recreation Advisory Board Member	2008 – present
I Love Parks.com Advisory Council Member	2008 – present
City of El Paso Tree Board	2008
El Paso Native Plant Society Member	2008 – present
Friends of the Rio Bosque Member	2008 – present
Newman Park Neighborhood Association Board Member	2007 – present
West Texas Urban Forestry Council Board Member and President-Elect	2007 – present
Texas Cooperative Extension Master Gardener	2007 – present
El Paso Cactus and Rock Club Member	2007 – present
Building and Standards Commission, City of El Paso	2007 – 2008
Carnation Farmers Market Committee (Carnation, WA)	2003 – 2006
St. Spiridon's Orthodox Church (Seattle, WA) Parish Council	2006
It's Our District Board President (Issaquah, WA)	2002 – 2006
St. Katherine's Orthodox Church (Kirkland, WA) Council	1998 – 2002
Eastside Catholic Community Services (Bellevue, WA) Board	1991 – 1992
Friends of Youth Advisory Committee (Issaquah, WA)	1990 – 1992
Issaquah Church and Community Services Board	1988 – 1990
AIDS Advisory Committee, Issaquah Public Schools	1990
Issaquah Volunteer Center Board President	1988 – 1989
Co-Founder and First Board President, Tra-Lee Women's Crisis Center, (Pampa, TX)	1984 – 1985
Texas Department of Human Resources Certificates of Achievement	1984 and 1985
Received for work with the Women's Crisis Center as President and Volunteer Trainer	

Blogs

[Newman Park Neighborhood Association](#)

[Conkey's Tavern](#)

[El Paso Naturally](#)

References Available Upon Request