

Memorandum



CITY OF DALLAS

DATE April 04, 2019

TO Honorable Members of the Ad Hoc Judicial Nominations Committee

SUBJECT Appointment of Judicial Hearing Officers

SUMMARY

On April 08, 2019, you will be asked to approve and recommend approval by the City Council the recommendations of the administrative judge to appoint 4 associate (part-time) judicial hearing officers to preside over the municipal court civil adjudication office.

BACKGROUND

On September 28, 2017, the Dallas City Council passed an ordinance amending Chapter 27, "Minimum Urban Rehabilitation Standards," of the Dallas City Code. Section 19(a), of the Dallas City Code as amended, states the judicial hearing officers shall be recommended by the administrative judge and appointed by the City Council. On March 13, 2019, the administrative judge and 3 panel members interviewed 10 of 13 candidates for the vacant associate hearing officer positions. After reviewing all the written materials submitted by the candidates and conducting the interviews, the administrative judge respectfully recommends to the full City Council the candidates listed below for appointment to 4 associate hearing officer positions.

Associate Hearing Officers

1. Lana Novak Byrne
2. Shereen EIDomeiri
3. Shasta R. Brown
4. Rachael Airen

FISCAL IMPACT

No additional cost consideration to the City of Dallas

DATE April 04, 2019

SUBJECT Appointment of Judicial Hearing Officials

STAFF RECOMMENDATION

Requires full City Council approval of appointments of a maximum of 5 associate (part-time) hearing officers that have the same qualifications and powers, duties, and functions of the full-time hearing officer.

Preston W Robinson, Jr.

Preston W. Robinson, Jr.
Administrative Judge
Municipal Court Judiciary

Attachments

LANA NOVAK BYRNE

4416 MILL CREEK ROAD | DALLAS, TEXAS 75244 | (214) 478-4352 | LANABYRNE1@GMAIL.COM

Summary

Strategic, successful, conscientious, organized and highly diligent Attorney with legal experience litigating and prosecuting civil and criminal cases in the private practice and public service of diverse organizations.

Highlights

- *Skilled Civil and Criminal Trial Attorney
- *Strong Servant Leader
- *Personable and Professional
- *Effective Litigation Management
- *Knowledgeable of Court Procedures
- *Dedicated to Public Service

PROFESSIONAL EXPERIENCE

Litigator and Counselor, (2004 – 2013, and 2016-present)

Byrne, Cardenas & Aris, LLP, Dallas, Texas, a private practice litigation firm.

- Civil Trial Attorney and manager of insurance defense and personal injury litigation in claims of catastrophic loss involving personal injury, construction defects, employment, contracts and business issues.
- Participates in management, preparation, discovery and trial preparation of large litigation cases. Conducts legal research and fact investigation and further identifies key issues and case strategies for resolution.
- Provides extensive case status explanations to clients and successfully negotiates case resolutions when in the client's best interest and fosters relationships with clients and local legal community partners.
- Selected jurors, argued motions and appeared for all legal proceedings in order to successfully conduct litigation.
- Manages partnership in law firm through leadership of office, building client relationships, oversight of billing, accounting, budgeting, and marketing, as well as supervisory responsibility for 9 person staff.

Non-Profit Attorney, Director of Operations & Compliance and Managing Counsel (2013 – 2016)

Sisters of Our Lady of Charity of the Good Shepherd, Dallas, Texas

Nonprofit organization with over 5000 members worldwide providing services to women victimized by domestic abuse and trafficking, as well as shelter to disadvantaged individuals. Worked to revitalize and oversee operations of facilities and ministry including business operations, staff issues, and tenant relations over 62-acre property led by order of Nuns. Drafted and established policies and procedures, created marketing collateral for donor development and fundraising, and recruited, trained, and supervised staff.

Advised leadership on resolution of issues related to employment, real estate, contracts, operations, grant writing, and public relations. Negotiated and drafted various property and vendor agreements and other contracts. Delivered sound legal advice and counsel to leadership and Advisory Board, and performed role of liaison among Advisory Board and Dallas Diocese, external program directors, community partners, and civic leaders. Identified partner organizations to continue the Sisters' mission and developed community projects and programs to foster partnerships with local nonprofit community organizations.

- Facilitated creation of 3-year strategic plan with Advisory Board of Trustees, supporting expansion of services to community in organization with limited activity prior to tenure.
- Identified, negotiated, and secured 3 nonprofit partnerships with local agencies to bring women's domestic violence shelter, a shelter for pregnant homeless mothers and a community garden to campus, trained volunteers, and prepared grant applications and made grant presentations to local foundations and boards.
- Renegotiated tenant leases to secure more favorable terms for Landlord, as well as higher rent.
- Served on the City of Dallas Domestic Violence Task Force and planned community wide events to bring awareness to the issues of domestic violence, poverty and homelessness.

Career note: Cared for children at home and engaged in various organizations on volunteer basis from 1996 – 2004.

Claims Attorney & Litigation Manager (1993 – 1996)
Great American Insurance Company, Richardson, Texas

Ensured risk management and loss prevention in division providing malpractice insurance policies for Lawyers in instances of lawsuits filed by clients, focusing on resolution of claims filed against company. Recruited and supervised outside counsel to represent insured parties. Investigated claims, determined liability, set reserve accounts, managed litigation, and closed claims for company. Advised attorneys and clients on ethical issues related to situations arising out of their private practice including contracts, employment, general corporate matters, state laws, regulatory compliance, and ethics. Implemented strategies for risk management, and conducted training programs to significantly reduce future claims.

- Resolved hundreds of legal malpractice claims in 9-state territory within set-reserve limits.
- Saved company thousands of dollars in legal expenses through creative and efficient resolution of claims.
- Achieved high rate of policy retention following claim resolutions through provision of outstanding customer service.

Prosecutor and Assistant District Attorney, 364th District Court (1991-1993)
Lubbock County District Attorney's Office, Lubbock, Texas

Lead Prosecutor and Criminal Trial Attorney, 364th District Court and County Court at Law resolving hundreds of criminal felony and misdemeanor cases through jury trial of more than 50 cases to verdict, in addition to hundreds of bench trials, evidentiary motions, hearings, and plea bargains.

Associate Attorney, Private practice law firm, (1989-1991)
Geary, Stahl & Spencer, P.C., Dallas, Texas

Experience included handling a variety of matters involving Real Estate, Business Litigation and Contract Law.

Educational and PROFESSIONAL DEVELOPMENT

Juris Doctor

Texas Tech University School of Law, Lubbock, Texas

Bachelor of Business Administration, Cox School of Business
Bachelor of Arts, Economics, Cum Laude, Dedman College
Southern Methodist University, Dallas, Texas

Licensure

Texas State Bar

United States Federal Court for the Northern District of Texas
United States Court of Appeals for the 5th Circuit
United States Supreme Court

Community Involvement and Affiliations

Advisory Board Member – Mosaic Family Services
Honorary Chair Mosaic Family Services 2016 Gala
Dallas Domestic Violence Task Force Member
Dallas Women's Foundation – Grants Selection Committee
Volunteer & Fundraiser, Catholic Charities of Dallas
Volunteer, Fundraiser and Chair of Dallas Relay for Life, American Cancer Society
Austin Street Shelter Regular Volunteer
Stephen Minister – St. Rita Catholic Church
Regeneration Small Group Leader – Watermark Community Church
Countless volunteer hours with community grade and high schools including fundraising

Publications

Dallas 2015 City Council Resolution - Freedom from Domestic and Family Violence as a Fundamental Human Right

SHEREEN A. EL DOMEIRI

Dallas, TX 75243
(214) 418-8830
shereene@gmail.com

SUMMARY

Experienced attorney with broad experience handling civil, bankruptcy, regulatory, administrative, compliance, and criminal matters. Dedicated, self-motivated professional with creative and practical problem-solving skills, and experience providing counsel and advice to all levels of management. Energetic and effective communicator with strong legal research and writing skills.

PROFESSIONAL EXPERIENCE

DIRECTOR, COMPLIANCE

2018 - PRESENT

ORIX USA Corp.

Dallas, Texas

Ensure legal compliance among business groups, initiates and implements compliance procedures, trains employees, and manages outside counsel and consultants on compliance issues such as anti-money laundering, anti-bribery, insider trading, anti-trust, data security, privacy, and consumer protection. Advise and assist the merger and acquisitions team on compliance due diligence and post-closing compliance implementation.

ASSOCIATE GENERAL COUNSEL

2014-2018

ORIX USA Corp.

Dallas, Texas

Areas of practice: Litigation and Compliance

Engage in daily strategizing and management of ORIX USA's complex litigation portfolio and compliance program. Ensure legal compliance among business groups, initiate and implement compliance procedures, train employees, and manage outside counsel on compliance issues, such as Anti-Money laundering, Anti-Bribery, Insider trading, Anti-trust, data security, privacy, and consumer protection. Advise and assist merger and acquisitions team on compliance due diligence and post-closing compliance implementation. Engage, manage, and supervise outside counsel on a variety of litigation matters including, employment, real estate, and contract disputes. Advise business units regarding pre-litigation/litigation/appeals/third-party subpoenas. Advise and assist Human Resources on a variety of employment issues. Advise and assist departments with contracts and licensing agreements.

ASSOCIATE JUDGE (HEARING OFFICER)

2014-PRESENT

City of Dallas, Texas

Preside over civil administrative hearings relating to property and premises violations in the City of Dallas' Civil Adjudication Court.

MUNICIPAL JUDGE

2012 - 2014

City of Dallas, Texas

Preside over class C misdemeanor cases, including traffic violations and city ordinances violations, in the City of Dallas. Conduct trials, hearings, and other pre-trial proceedings relating to cases pending before the Dallas Municipal Court. Review and execute search and arrest warrants. Serve as a magistrate for Collin, Dallas, Denton, Kaufman, and Rockwall counties.

ATTORNEY

2009 – 2012

Federal Trade Commission, Southwest Region

Area of Practice: Consumer Protection

Handled consumer protection matters and represented the FTC in federal courts throughout the Southwest Region. Conducted investigations relating to possible civil violations of laws and rules enforced by the FTC, including the FTC Act, the Credit Repair Organizations Act, Fair Credit Reporting Act, Fair Debt Collection Practices Act, Telemarketing Sales Rule, Funeral Rule, and Franchise and Business Opportunity Rule. Reviewed massive document and electronically stored data production in connection with investigations and litigation. Reviewed and recommended execution of contracts for third-party contractors and consultants. Drafted pleadings, briefs, and legal memoranda.

ASSISTANT CITY ATTORNEY

2005 – 2008

Dallas City Attorney's OfficeGeneral Litigation Section (July 2005 to December 2008)

Areas of Practice: Bankruptcy and Civil Litigation

Counseled city departments on legal matters, including collections, bankruptcy, litigation, and contracts. Reviewed and recommended execution of contracts for third-party vendors and consultants. Represented City in over 20 civil lawsuits in state, federal and appellate courts. Handled all aspects from petition/answer, to discovery, pre-trial motions through trial, post-judgment and appeals. Represented City in over 30 administrative hearings before City boards. Advised departments on contracts relating to bankruptcy issues and litigation matters. Drafted agreements and recommended execution to City Council. Drafted and reviewed city ordinances.

Prosecution Division (March 2005 to July 2005)

Represented the State of Texas in Dallas municipal court proceedings prosecuting class C misdemeanors, traffic violations, and Dallas City Code violations.

ASSOCIATE ATTORNEY

2003 – 2005

Billy D. Price, P.C.

Represented over 700 individuals in Chapter 7 and 13 bankruptcy cases in the Northern and Eastern Districts of Texas. Handled all aspects of consumer bankruptcy cases and attended all hearings, including meeting of creditors, motion to lift stay, claim objections, and confirmation hearings.

Represented consumers in lawsuits against creditors and obtained judgments for turnover of debtor's property and award of damages for violations of the automatic stay under the bankruptcy code.

EDUCATION**Southern Methodist University Dedman School of Law -Dallas, Texas****Juris Doctor, May 2002**

- *The International Lawyer* – Managing Editor 4/2001- 4/2002
- International Law Review Association Member, 8/2000 – 5/2002
- Willem C. Vis International Commercial Arbitration Competition, Spring 2001
- Howie & Sweeney Advanced Appellate Moot Court Competition Semifinalist, Fall 2001
- Philip C. Jessup International Law Moot Court Competition, Spring 2002

Bryn Mawr College - Bryn Mawr, Pennsylvania**Bachelor of Arts, May 1997**

- Major: Philosophy
- Thesis: *Philosophical Implications of Artificial Intelligence*

COURT ADMISSIONS

- Admitted to Texas State Bar, November 2002
- Admitted to Bar of the U.S. District Court for the Northern District of Texas, February 2003
- Admitted to Bar of the U.S. District Court for the Eastern District of Texas, January 2004

ACTIVITIES & AWARDS

Dallas Bar Association Service

- Professionalism Committee, Co-Chair 2018, Vice Chair 2017, Member 2013-Present
 - Dallas Bar Association Day of Civility Host and Committee Chair 2018
- Transition to Law Program Co-chair 2016
 - Moderator: Career Tips for Young Lawyers June 2017
- Law Day Committee Member 2011-2014
- Community Involvement Committee member 2011
- DAYL Equal Access to Justice Committee Co-chair 2005 -2010
- Advisory Board Member – DAYL Spanish Public Service Announcement Project 2009

Mentoring

- University of North Texas College of Law Mentor, 2016-Present
- DBA Transition to Law Program Mentor 2012-Present

Inn of Court and Fellowships

- Patrick E. Higginbotham American Inn of Court – Associate 2007-2008
- DAYL Foundation Fellow 2008 to Present
- Labor and Employment Law Fellowship – 2003

Trainings

- Texas Basic Mediation Training – Fall 2014
- Turnaround Management Association and John C. Ford American Inn of Court Corporate Renewal and Restructuring Boot Camp 2010
- John C. Ford American Inn of Court, William J. Rochelle Chapter 11 Practice Course 2005

Awards

- 2003 Outstanding New Pro Bono Attorney – Dallas Bar Association

Community Service

Board Member – Constitutional Law Center for Muslim Americans – 2017-Present
ORIX USA Foundation Community Involvement Committee Member 2017-Present
PTA President – Math Science Technology Magnet 2018-2019
PTA Board Member, Reflections Chair – Math Science Technology Magnet 2017-2018
PTA Board Member, Multicultural Chair – Moss Haven Elementary – 2015-2017

Rachael Airen

3235 Winding Ridge Circle · Mansfield, Texas 76063 · (512) 826-0428 · r.o.ediae@gmail.com

Education

Texas Tech University School of Law Lubbock, TX
Doctor of Jurisprudence, May 2010 Top 15%, *Cum Laude*
Admitted to State Bar of Texas, November 2010
Phi Delta Phi Honors Fraternity
Jessup International Moot Court Team—Regional Semi-Finalist
Negotiations Competition—Finalist
Client Counseling Competition-Quarterfinalist
Board of Barristers, Advocacy Team Member

Texas A & M University College Station, TX
Bachelor of Arts in English, Minor in Psychology, May 2007 *Cum Laude*

Employment

Texas Attorney General's Office Dallas, TX/ Nacogdoches, TX
Assistant Attorney General November 2014-Present

- Represent the State of Texas at legal proceedings to locate, establish, enforce, modify or terminate court orders for child support and medical support
- Handle legal matters pertaining to family law and draft pleadings and other legal documents in family law

Smith County District Attorney's Office Tyler, TX
Assistant District Attorney January 2014-October 2014

- Prepares cases for criminal trial by preparing pretrial documents, preparing witnesses and experts for testimony, and gathering of trial exhibits

Texas Attorney General's Office Austin, TX
Assistant Attorney General January 2011- January 2014

- Prepare legal opinions, briefs, pleadings, motions and other legal documents such as motion to dismiss, answers, summary judgment motions and appeal briefs
- Read and analyze files, research case law dealing with American Disability Act issues, employment law, Tort liability, mental health issues, and denial of due process.
- Conduct trials and dismissal hearings concerning employment litigation, medical malpractice, civil rights litigation, tort liability, personal injury and constitutional claims in both state and federal court
- Represents the state's interest by defending law enforcement agencies and employees in civil rights cases in state and federal courts
- Prepares cases for trial by preparing pretrial documents, preparing witnesses and experts for testimony, and gathering of trial exhibits

Civil Practice Clinic Lubbock, TX
Student Attorney August 2009-May 2010

- Drafted pleadings and motions involving parental rights, foster care, property disputes between spouses
- Appeared in court for divorce, child custody, landlord/ tenant, and probate cases

Texas Tech School of Law Lubbock, TX
Torts and Property Tutor August 2008-December 2009

- During tutoring sessions discussed class materials, cases, fact patterns, and practice exams

Travis County Courts Austin, TX
Judicial Intern for Judge Eric Shepperd Summer 2008

- Wrote briefs on a DWI case, discovery issues, and work product
- Assisted in preparing default judgments, summary judgments and special exceptions motions

District Attorney's Office for Travis County Austin, TX
Intern Summer 2008

- Wrote briefs on double jeopardy, work product, an insanity law issue, and a murder case

U.S. Department of Education, Office of Outreach and Communication Washington, D.C.
Intern to Assistant Secretary August 2005-December 2005

- Developed speaking materials, meeting briefs, statistical research, and travel logistics

- Assisted in the planning and execution of the hurricane relief for displaced students

Community Activities

Youth Minister to High School Students	2011-2014
Sunday School Teacher (Confraternity of Christian Doctrine)	2010-2011
Attorney Volunteer for Volunteer Legal Services: Pro Bono Clinic	2011
Adopt-A-Family	1999-Present

Phone: (214) 455-4155
Email: shasta_brown_05@yahoo.com
Address: 730 Penguin Drive Dallas, Texas 75241

Shasta R. Brown, Esq.

Admissions:

Criminal Justice Act Voluntary Attorney Panel	November 2, 2018
Northern District of Texas	September 5, 2014
Licensed Attorney, State Bar of Texas	November 1, 2013

Education:

Thomas M. Cooley Law School, Grand Rapids, MI September 2010 - January 2013

Obtained JD and LLM (Masters of Law) in Insurance Laws in 2 ½ years in Dual Accelerated Program

- Top 25%
- **Cum Laude**
- Dean's List
- Honor Roll

University of Texas at Arlington, Arlington, TX August 2005- August 2008

Obtained Bachelors of Arts in 3 years

- GPA: 3.7
- **Magna Cum Laude**
- Dean's List

Work Experience:

Law Office of Shasta R. Brown January 2014- Present

- Personal Injury – represent clients in all insurance related matters from date of injury through litigation (i.e. – automobile accidents, slip and falls, medical malpractice, Dramshop Cases)
- Criminal Defense – represent clients in felony and misdemeanor criminal proceedings
- Municipal – represent clients in Municipal Court for traffic violations

Volunteer:

- Tutoring/Mentoring: Elementary and Middle School students from 2008- 2010
- Royal Crest Daycare, Dallas, TX - Classroom teacher, 6-7 year-old students, 2013
- Charity Fundraising- God's Kitchen, Painted Turtle, Kids Food Drive, 2007-2013

Associations:

- Dallas Bar Association
- J. L. Turner Legal Association
- North Central Texas Delta Zeta Alumnae Chapter
- UT Arlington Alumni Association