



# MICHAEL D. SANDERS

Jackson County Executive

## EXECUTIVE ORDER NO. 15-25

**TO: MEMBERS OF THE LEGISLATURE  
CLERK OF THE LEGISLATURE**

**FROM: MICHAEL D. SANDERS  
JACKSON COUNTY EXECUTIVE**

**DATE: DECEMBER 7, 2015**

**RE: APPOINTMENT AND REAPPOINTMENTS TO THE DRUG  
COMMISSION**

I hereby make the following appointment and reappointments to the Jackson County Drug Commission:

**Lanna Ultican** is appointed as a District 5 member to fill the vacancy occasioned by the expiration of the term of Pamela Petrillo, for a new term to expire December 31, 2017. A copy of Ms. Ultican's resume is attached.

**Joseph Spalitto** is reappointed for a new term to expire December 31, 2017.

**Venessa Maxwell-Lopez** is reappointed for a new term to expire December 31, 2017.

**Anita Russell** is reappointed for a new term to expire December 31, 2019.

**James Wittman Jr.** is reappointed for a new term to expire December 31, 2019.

**Keith Query** is reappointed for a new term to expire December 31, 2019.

Michael D. Sanders, County Executive

Date: 12-4-15

**RECEIVED**  
DEC 04 2015  
MARY JO SPINO  
COUNTY CLERK  
12:21 P.M.



# LANNA H. ULTICAN

# Business Professional

1204 SW 18<sup>TH</sup> Street,  
Blue Springs, MO 64015  
E-Mail Address: [lanna.ultican@sbcglobal.net](mailto:lanna.ultican@sbcglobal.net)

Home Phone: (816) 228-9317  
Cell Phone: (816) 210-0818

## **EDUCATION & CREDENTIALS**

B.A. Honors Liberal Arts Degree University of Missouri at Kansas City

Credentials: Graduated Magna-Cum-Laude  
Alpha Sigma Lambda – Honor Society Recipient and Member

## **CAREER SKILLS & KNOWLEDGE**

### **Business Skills**

- \* Business manager & problem solver
- \* Office management & operations
- \* Business analysis & planning
- \* Budgeting & Accountability
- \* Sales & marketing professional
- \* Implementation of marketing programs
- \* Major client development
- \* Customer interaction & service
- \* Business Project Management
- \* Staff supervision & development

### **Technical Skills**

- \* Technical office management
- \* Top proficiency in Microsoft office
- \* Strong Word, Excel, PowerPoint
- \* Effective multi-taking responsibilities
- \* Customer support services
- \* Quality service & improvement
- \* Strong & effective problem solver
- \* Organization skills & strong work ethic
- \* Strong communicator oral & written
- \* Team player with strong people skills

## **CAREER ACHIEVEMENTS**

- Consistently exceeded target business operations growth and profit goals throughout all stages of business and entrepreneurial career. Instituted effective cost controls. Managed office operations and back office systems for privately held IT consulting business operation; organized files and analyzed performance; assisted in crisis management situations; advocate and mentor to team member associates.
- Assumed financial accounting and marketing leadership role in successful business start-up and operation; substantial revenue growth well into the 6 figures was achieved by aggressive marketing to Fortune 500 national clients.
- Results-oriented experience in budget coordination, business project management, organizational development, and office management, including:
  - Financial tracking                      -Supervision                      -Meeting Planning
  - Market Research                      -Training                      -Quality Assurance
  - Able to take the initiative, improve processes, and meet time-sensitive deadlines.
  - Diplomatic & persuasive, adept at communicating effectively with people at all levels.
- Worked full-time and earned B.A. degree while maintaining a straight "A" average graduating in the top of the class with honors – Magna-Cum-Laude.

**ADVANCED TECHNOLOGY SOLUTIONS, INC., Blue Springs, MO      **1997-2006**  
**Co-Founder - Office Manager & Administrator****

- Performed as Corporate Financial Services Administrator for ATSI, a privately owned high-end Business & Information Technology consulting firm (providing Technical Consulting Services to Fortune 500 Companies Nationally). Responsibilities include coordinating and conducting financial business management functions and providing key business advisory and leadership decisions.
- Additional duties include All Office Business Management & Operations, Organization, Financial & Accounting operations and functions consisting of Accounts Receivable, Accounts Payable, Payroll, Taxes, Investments, and Benefits management. Managed all back office operations and functions.

**Blue Springs & Grain Valley School Districts, Blue Springs – Grain Valley, MO**  
**Elementary & Pre-School Teacher**

- Taught academic, social, and motor skill to elementary and pre-school students. Prepared objectives and outlines for courses of study and assisted in developing curriculum. Dedicated to creating stable learning environments and inspiring students to do their best. Gained reputation for being excellent teacher, instructor, and mentor.

**KANSAS CITY COMMUNITEE BLOOD CENTER, Kansas City, MO**  
**Office Manager**

- Managed office operations for large regional Medical Assist center. Managed the staff and daily operations. Attracted and retained new clients through excellent customer service and rapid response. Served as audit representative on special task forces and project teams.

**OTHER CAREER EXPERIENCES**

- Currently - Serving as Chairperson on Jackson County Domestic Violence Board
- Currently - Serving as Sni-A-Bar Township Committeewoman – Re-elected 9 Terms
- Immediate Past Coordinator of Jackson County for Susan Montee Auditor Race
- Immediate Past Secretary of the Missouri State Democratic Party
- Former - Vice-Chairwoman of the Jackson County Political Action Committee
- Former - Chapel Hill Pre-School, Blue Springs, MO - Pre-School Teacher & Advisor
- Former - Officer & Treasurer-Swim Team Booster - Blue Springs South High School
- Former - Vice President Blue Springs PTA - director fundraising

**REFERENCES AVAILABLE UPON REQUEST**