FRANK WHITE, JR.
Jackson County Executive

EXECUTIVE ORDER #24-03

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

RECEIVED
FEB 07 2024
4:35pm
MARY JO SPINO
COUNTY CLERK

FROM: **FRANK WHITE, JR.**
JACKSON COUNTY EXECUTIVE

DATE: **February 7, 2024**

RE: **APPOINTMENTS AND REAPPOINTMENTS TO THE BOARD OF DOMESTIC VIOLENCE**

I hereby make the following appointments and reappointments to the Board of Domestic Violence:

Ashley Burke is appointed to fill the vacancy occasioned by the expiration of Melba Curls' term, for a one-year term that expires on February 7th, 2025. A copy of Ms. Burke's resume is attached.

Chiquita Singleton is appointed to fill a vacant board position, for a two-year term that expires on February 7th, 2026. A copy of Ms. Singleton's resume is attached.

Kristina Jones is appointed to fill the vacancy occasioned by the expiration of Jennifer Von Fintel's term, for a two-year term that expires on February 7th, 2026. A copy of Ms. Jones' resume is attached.

Shelly Doucet is appointed to fill the vacancy occasioned by the expiration of Teresa Chu's term, for a three-year term that expires on February 7th, 2027. A copy of Ms. Doucet's resume is attached.

Tonya Hampton is reappointed for a three-year term that expires on February 7th, 2027.

Frank White, Jr.,
Jackson County Executive

02/07/24
Date

Ashley Burke

|aburke1275@gmail.com Kansas City, Missouri 64114

PROFESSIONAL EXPERIENCE

Special Projects Coordinator September 2023 – Present
Jackson County Public Works

- Help organize, plan, and execute various projects throughout the Public Works Department
- Manage the construction of the new Jackson County Detention Center
  - Point of contact within the County for the owner' representatives
  - Responsible for internal project communication distribution and facilitation
  - Facilitate internal meetings with County staff, user group, and owners' representatives
  - Attended all project related meetings, both internal and external

Executive Assistant for the County Administrator December 2019- September 2023
Jackson County

- Revised the County's indigent cremation program which sees over 200 applications annually, allowing constituents to have better customer experience while also finding outside funding that has helped with an estimated $40,000 a year of cost savings to the County
- Draft legislative resolutions and ordinances
- Assist in tracking CARES Act funding for Jackson County and provided information to various agencies, businesses, and cities throughout Jackson County specifically relating to food insecurity and vaccine clinics
- Lead role in coordinating and assisting the relocation efforts of the Heart Mobile Village residents in order for the Jackson County Detention Center to be built.
  - Oversee a staff of three at Heart Mobile
  - Approve payments to residents, vendors, and miscellaneous expenses
  - Speak to residents regarding the policies in place for moving and payments
- Organizing RFPs, minutes, and meetings for the Domestic Violence Shelter Fund Board and corresponding with Domestic Violence Shelters throughout the metro area regarding their payments

Executive Assistant for the Chief Operating Officer & Chief of Health Services September 2017-2019
Jackson County

- Reimplemented and coordinated the county's five-year capital improvement plan by working closely with the directors of all county departments and instructing directors on the process
- Attend legislative meetings, Children's Service Fund, and various county meetings for the County Executive's office
- Draft proclamations for the County Executive
- Assist in keeping track of capital improvement projects and their progress in the Department of Corrections

Field Representative October 2015 – September 2017
United State House of Representatives, Kansas City

- Liaison between the office and constituents, civic organizations, and city officials specifically within Jackson and Clay counties to discuss legislative priorities
- Attend city council meetings, Chamber of Commerce events, and Economic Development Council meetings
- Created and organized a Future Leader Academy for over 200 high school students across the state which focused on learning about and engaging in their local government

Legislative Aide January 2015- October 2016
Missouri State Senate

- Organized all office activities including constituent inquiries, scheduling, and planning.
- Tracked legislative floor schedule and advancement of bills through the legislative process.
- Supervised interns and oversaw their daily tasks

Legislative Aide February 2013 – December 2014
Missouri House of Representative

- Oversaw committee hearings and managed the records for the Rules committee and Children, Families, and Senior Services
- Managed constituent inquiries
- Managed calendar, emails, and phone calls
- Responded to constituents' inquiries
- Posted notices, transcribed minutes, scheduled presentations, and worked with task forces for the Children's Services Commission

EDUCATION

Benedictine College, Atchison, KS, May 2012 Graduation
Bachelor of Arts in History, Minor in Political Science

AWARDS

2022 Public Employee Recognition Day (PERD), Distinguished Administrative Professional Service Award

shelly.doucet@gmail.com LinkedIn.com/in/shelly-doucet-8198625

SHELLY DOUCET, JD, MSW, CFRE

EDUCATION

Master of Social Work Administration, University of Kansas, 2004
Juris Doctorate, Louisiana State University School of Law, 1996
Bachelor of Arts in English Literature, Louisiana State University, 1993

SKILLS & EXPERIENCE

Certified Fundraising Professional: 20 years of experience managing multi-million dollar annual and capital fundraising projects, a thorough knowledge of the Kansas City philanthropic communities, the ability to create and implement targeted campaign and annual fundraising strategies, perform major gift solicitation, conduct donor prospect research, design and execute events, recruit, manage, and train volunteers, lead and inspire volunteer committees, train and motivate boards, write public and private grant requests and reports, and manage database and donor relations.

Social Work Advocate: experience in working with volunteers, boards, and civic leaders to develop agency programs and policies to better serve community needs.

Lawyer, litigator, and mediator: knowledge of the law and the legislative process; expertise in the areas of personal injury, employment, criminal law, and mediation; state and federal court bar admission in Louisiana and Mississippi.

Networker and Communicator: excellent written and verbal communication skills, a warm, sincere, professional demeanor and diplomatic interpersonal style, the ability to interact and communicate effectively with staff and volunteer leadership, knowledge of how to build networks within the community, and experience in training staff and volunteers.

Supervisor: 20 years of management experience, including development of staff positions, monitoring of job performance, and formal evaluation procedures in both hierarchical and team environments.

Strengths: Restorative, Arranger, Harmony, Adaptability, Empathy

Tools Knowledge: Microsoft Office Suite, Google Suite, Ellucian Advance.

WORK HISTORY

Interim President / Assistant Vice President, UMKC Foundation, 5/2022-current)
Gift Planning Director / Development Director, UMKC Foundation (2016-2022)
Director of Development, Starlight Theatre (2 yrs)
Director of Development, Académie Lafayette (5 yrs)
Development Director, SAFEHOME (7 yrs)
Litigation Attorney, McCoy Wilkins / W. Michael Stemmans (2 yrs)
Mediation Attorney, Louisiana Dept of Labor (2 yrs)

COMMUNITY ROLES

Academie Lafayette, Member, Conseil d'Ecole (2020-2021)
Association of Fundraising Professionals: Greater Kansas City Chapter Board of Directors (2011-2020), President, Treasurer, Secretary, National Philanthropy Day Cttee Chair
Central Exchange AHEAD Program Alumni
Ford for School Board, Fundraising Chair
Greater Missouri Leadership Challenge: Participant 2014-2015, Kansas City Session Volunteer Committee, Women of the Year Committee
Jackson County CASA: volunteer advocate
Kansas City United Church of Christ, member, service on various boards.
MidAmerica Gift Charitable Gift Planners, member/presenter
Show Me KC Schools: Board of Directors (2015-2020), Treasurer, Schoolhouse Trivia Chair

KJ

Kristina Jones LPC, LCPC, NCC

OBJECTIVE

Dedicated and passionate counselor educator with a strong commitment to fostering an inclusive and supportive learning environment. Seeking to leverage my expertise in counseling theories, pedagogy, and curriculum development to inspire and empower future counselors to excel in their professional journey. As a counselor educator, I aim to facilitate growth and skill development, promoting resilience and empathy in aspiring counselors while contributing to the advancement of the counseling profession as a whole.

ADDRESS
6709 Proctor Ave
Kansas City, MO 64133

PHONE
816-582-0254

EMAIL
kristinajoneslpc@gmail.com

LINKEDIN
Linkedin.com/in/kristinajoneslpc

EDUCATION

Capella University
Doctor of Philosophy – Counselor Education and Supervision
CACREP Accredited
Graduated 2023

Dissertation
Title: "Understanding Counselors' Experiences of Treating Racial Trauma: A Generic Qualitative Study." Dissertation Chair: Danielle Nimako, PhD.

University of Missouri – Kansas City
Master of Arts – Counseling (Couples & Family Therapy)
Graduated 2014

Bachelor of Arts – Liberal Arts
Minor: Family Studies
Graduated 2009

CLINICAL EXPERIENCE & LICENSES

2011 – Present
Child Abuse Prevention Association (CAPA)
Independence, MO

Vice President of Programs	January 2017-Present
Director of Family Support Services	2012 - 2016
Family Support Case Manager	2011 - 2012

2021 – Present
More Grace Counseling and Mediation Services, LLC
Kansas City, MO
Owner, Therapist

MO Licensed Professional Counselor
License Number: 2016008360
Issued: March 2016
Expires: June 2025

KS Licensed Clinical Professional Counselor
License Number: LCPC 03061

Issued: June 2021
Expires: June 2025

National Board Certified Counselor
Issued: March 2021
Expires: March 2026

Approved Missouri Clinical Licensure Supervisor,
Issued: February 2022

Approved Kansas Clinical Licensure Supervisor,
Issued: June 2023

TEACHING & RESEARCH EXPERIENCE

October 2021 – September 2022
Doctoral Teaching Intern, Capella University
Online Instruction

- Assisted and independently instructed online courses with guidance from a faculty supervisor serving students seeking a master's degree in Clinical Mental Health Counseling and School Counseling
- Utilized a learner-centered pedagogy by using teaching methods that emphasize application, cooperation, and collaboration
- Independently facilitated a clinical supervision course providing group supervision to clinical student interns using the Discrimination Model of Supervision
- Instructor for the following courses: Ethical and Legal Issues in Professional Counseling, Introduction to Clinical Mental Health Counseling, Clinical Supervision of Mental Health Internship, Advanced School Counseling Skills Residency

January 2015 – May 2021
Adjunct Faculty, Metropolitan Community College
Penn Valley Campus - Kansas City, MO

- Provided college level instruction within the Early Childhood Education and Development Program which serves students seeking an Associate in Applied Science degree or a certificate of proficiency, preparing students for careers in Early Childhood Education
- Engaged in course design for multiple courses by creating syllabi, building course content structures within Blackboard online platforms, selecting textbooks, and designing coursework and assessments that aligned with NAEYC Accreditation Standards
- Utilized a learner-centered pedagogy by using teaching methods that emphasize application, cooperation, and collaboration
- Actively engaged students in their studies, while encouraging them to become independent learners with high order thinking skills
- Instructor for the following courses: Early Care, Families, and the Community; Learning Environments; Issues, Advocacy and Trends in Early Childhood Education

PROFESSIONAL DEVELOPMENT & AFFILIATIONS

Clinical EMDR • Trauma Informed Care • Civil & Domestic Mediation Training

Trained in Level 1 & 2 Gottman Method Therapy for Relationship Counseling

Registered Play Therapist
Coursework and training completed – May 2018
Currently completing service hours under supervision

Council Co-Chairman
Jackson County Community Mental Health Fund Cultural Competency Advisory Council

Co-Facilitated Continuing Education Course
Early Childhood Series – School of Education,
University of Missouri – Kansas City
October 2010 & 2013

2010 Conference Presenter
National Association for the Education of Young Children Conference
EMDRIA-EMDR International Association - Member

ACAM – American Counseling Association of Missouri – Member

ACA – American Counseling Association – Member

ACA Divisions: Association for Multicultural Counseling and Development, Association for Counselor Education and Supervision, and Counselors for Social Justice

ACA Committees: 2021-2022 Professional Standards Committee Member

Chi Sigma Iota Counseling Academic and Professional Honor Society International – Member

Junior League of Kansas City, Missouri - Member

National Society of Leadership and Success – Inducted Member

REFERENCES

Available upon request.

Chiquita Singleton

6724 Corrington Ave
Kansas City, Mo 64133
816-786-1303
chiquitasbanana@gmail.com

WORK EXPERIENCE

University Health/Truman Medical Center

Youth Behavioral Health Liaison | November 2022-Present

- Serve youth and families who have complex mental health and/or substance use needs which are either unmet or poorly coordinated.
- Connect families and youth with co-occurring mental illness, substance use and/or developmental disabilities into services available through community partners.
- Coordinate services for youth and families with behavioral health needs who have come to the attention of the justice system through law enforcement, courts, and/or jail personnel.
- Join in part with a person-centered integration team by educating youth and families on helpful topics assisting with prevention and de-escalating experiences surrounding behavioral health crises.
- Serve as a mental health professional forming local community partnerships with various youth-serving organizations to address specific behavioral health needs of vulnerable youth and families.

Community Behavioral Health Liaison | November 2021-Present

- Coordinate services for individuals with behavioral health needs who have come to the attention of the justice system through law enforcement, courts, and/or jail personnel.
- Serve clientele who have complex mental health and/or substance use needs which are either unmet or poorly coordinated.
- Join in part with a person-centered integration team working with local systems to coordinate care and resources for individuals experiencing behavioral health crises.

Recovery Coach | March 2020-November 2021

- Provided behaviorally oriented and socially rehabilitative services for clients who experienced disruptions in functioning due to mental illness and substance abuse.
- Provided services focusing on primary assistance in the areas of environmental, financial, social, occupational, spiritual, intellectual, and emotional wellbeing.
- Triaged clients, conducted risk assessments and behavioral and psychosocial needs assessments, organized and maintained client information, and provided individual and family education assisting in healthy life balance.
- Coordinate services with all providers to help clients learn necessary skills that promote wellness across all areas of everyday life.
- Function as a member of an interdisciplinary team for client care and worked effectively in a multicultural setting.

STATE OF MISSOURI SOCIAL SERVICES, Kansas City, Missouri

Children's Services Worker II/ Investigator I | Jan 2018-Mar 2020

- Create and manage case history records, prepare reports and address legal issues such as child abuse and discipline while assisting with hearings and providing testimonies to inform of suggested custody arrangements.
- Serve as liaison to staff, law enforcement agencies, prosecuting attorneys' offices' and other governmental entities in the conduct of investigative and surveillance activities.
- Counsel youth whose behaviors, school progress, or mental impairments indicate a need for assistance and a need for services while developing and reviewing service plans with clients and professionals.
- Referred clients to community resources for collaborative services.
- Conducted investigations of suspected abuse, neglect and financial exploitation to disabled, elderly and youth citizens.
- Locate, interview and prepare statements from victims, witnesses and persons suspected of violating statues, policies and procedures, as well as representatives of business and governmental entities to obtain evidence of suspected violations or diversion efforts.
- Compile, analyze, evaluate, and preserve facts, statements for use in legal actions and prepared detailed reports of investigative findings, and trained to testify in criminal, civil or administrative proceedings

CITY OF LEE'S SUMMIT, Lee's Summit, Missouri

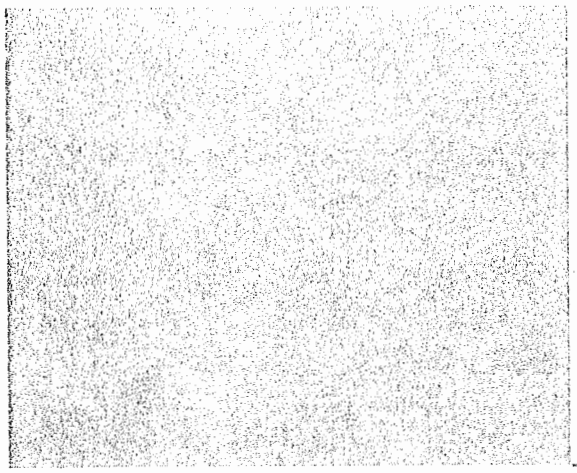
Police Dispatcher | Oct 2012 - Dec 2017

- Received incoming telephone or alarm system calls regarding emergency and non-emergency police and fire service, emergency ambulance service and after hours calls for departments within a city.
- Questioned callers to determine their locations, and the nature of their problems to determine the type of response needed while monitoring various radio frequencies such as those used by public works departments, school security, and civil defense to keep apprised of developing situations.
- Relayed information and messages to and from emergency sites, law enforcement agencies, and to all other individuals or groups requiring notification and recorded details of calls, dispatches, and messages.
- Met with families, probation officers, police, or other interested parties to exchange necessary information to ensure stability in families and guide clients in the development of skills or strategies for dealing with their problems.

UNITED STATES ARMY, Fort Jackson, South Carolina

Chaplain's Assistant | Oct 2009 - Oct 2013

- Submitted and reviewed reports and problems with the upper echelon while maintaining records and reports for Lieutenants, Captains and Colonels and other management concerning the progress and concerns of soldiers.



EDUCATION

LIBERTY UNIVERSITY, Lynchburg, Virginia
Bachelor's, Psychology-Addiction and Recovery, May 2016

LIBERTY UNIVERSITY, Lynchburg, Virginia
Master's, Human Services-Criminal Justice, Dec 2017

CERTIFICATION

Mid America Crisis Intervention Council
Certified Facilitator for Trauma Informed Care