



MICHAEL D. SANDERS

Jackson County Executive

EXECUTIVE ORDER # 10-10

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

**FROM: Michael D. Sanders
JACKSON COUNTY EXECUTIVE**

DATE: DECEMBER 6, 2010

**RE: APPOINTMENTS TO THE JACKSON COUNTY BOARD OF SERVICES
FOR THE DEVELOPMENTALLY DISABLED - EITAS**

I hereby make the following appointments and reappointments to the Jackson County Board of Services for Developmentally Disabled - EITAS:

Appointments

Nadine C. Gordon, is appointed to fill the vacancy occasioned by the resignation of Rosetta B. Robins, for a new term to expire December 31, 2013. A copy of Ms. Gordon's resume is attached.

Millard F. Aldridge, is appointed to fill the vacancy occasioned by the resignation of Thomas R. Davis, for a term to expire December 31, 2012. A copy of Mr. Aldridge's resume is attached.

Tammy Flores, is appointed to fill the vacancy occasioned by the expiration of the term of Erika Ramirez, for a term to expire December 31, 2011. A copy of Ms. Flores' resume is attached.

RECEIVED

DEC 08 2010

MARY JO SPINO
COUNTY CLERK

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12:10 PM



Members of the County Legislature
Jackson County Clerk
December 6, 2010
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Reappointments

Anita Kathleen Parran is reappointed for such term to expire December 31, 2012.

Don P. Saxton is reappointed for such term to expire December 31, 2013.

Barbara Winkler is reappointed for such term to expire December 31, 2012.



Michael D. Sanders, County Executive

Date:

12/2/2010

Resume

Nadine C. Gordon
1237 Arno
Kansas City, Missouri 64113
NGordon438@aol.com

Summary of Qualifications:

Strong Advocate for Special Population groups. Demonstrated years of experience in running a sound organization, work with a staff, consumers, and professionals in the community and on a state wide level. Strong Finance orientation, **able to write grants**, and seek out dollars and keep an agency in the black. Ability to leverage funds. Skilled at learning new concepts quickly, works well under pressure. Can communicate with Board of Directors clearly and effectively. Has an understanding of the not-for profit sector as well as the governmental side.

Education: Educational Specialist in Educational Administration University of Missouri-Kansas City, Missouri	1981
Masters Degree in Educational Administration University of Missouri-Kansas City, Missouri	1976
Bachelor of Science in Education University of Missouri-Columbia	1959
Certification in Special Education in Educable Mentally Handicapped, Learning Disabilities, Emotionally Disturbed	

Career History and Accomplishments:

Executive Director, Jackson County Board of Services for Developmentally Persons with DD in vocational, residential, day Habilitation programs, transportation, etc.	2002-2005
Executive Director, Operations, JCBS	1989-2002
Assistant Director, JCBS	1978-1989

Implementation of a tax levy program with an 8 million + budget serving
Persons with DD in vocational, residential, day Habilitation programs, transportation, etc.
Services were provided to over 23 non-for-profit agencies through grants and contractual
agreements. Responsible for monitoring grants and agreements with agencies

Worked with grassroots consumers groups to establish service needs for 1000+
participants

Coordinated the strategic planning process with Board of Directors to establish goals,
objectives and priorities.

Budgeted revenues and expenses on a yearly basis, **monitor grants**, presented budget updates to Board members during the year.

Developed policies and procedures for the organization. Developed personnel manual.

Developed a training program for the Direct Care Service providers.

Negotiated the take over of a small transportation company that was serving the DD that was near bankruptcy and developed the company into 14 routes, 25 vehicles, and viable entity serving 300 persons daily. Also negotiated with local cab companies for an additional 100 riders going to their day programs.

Have established a liaison with the Depart. Of Mental Health, the Missouri Highway Dept. and many other state and local groups in cooperatively serving the DD.

Surveyed for a National organization, Commission on Accreditation for Rehabilitation Facilities for 15 years. Traveled to many states to survey organizations as to their organizational skills and programmatic efficiency.

Wrote over a million dollars+ in grants over the years from request for dollars for buses, building a bus facility, equipment, etc. More recently wrote and was awarded grants regarding Health care issues

Represented the agency on a variety of local, regional and statewide coordinating groups.

Other Activities:

STAC through MARC

Member of Missouri Assoc. of County Board Directors

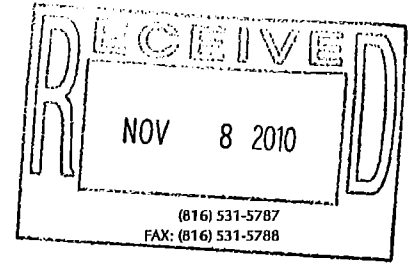
Retired in 2005 and became a consultant to several organizations: Metropolitan Council on Developmental Disabilities and Thank you Walt Disney.

I am a member of the Soroptimist International, volunteer at Ronald McDonald House, and Manor Cares Nursing and Rehab Facility. I am also a member of the Regional Advisory Council for the Department of Mental Health, State of Missouri.

ALDRIDGE & HALL
ATTORNEYS AT LAW

MILLARD F. ALDRIDGE
DANIEL C. HALL

502 VFW BUILDING
406 W. 34TH STREET
KANSAS CITY, MO 64111



Email: mfakcmo@swbell.net

November 5, 2010

Miriam Hennosy
Jackson County Courthouse
415 E 12th St 2nd Flr
Kansas City MO 64106

Re: Jackson County Board of Services for
Developmentally Disabled

Dear Ms. Hennosy:

I do not have an updated resume since I have not applied for a new job in 35 years.

Current Job: Attorney
Aldridge & Hall since 1975

Education: Rockhurst High School 1961 - 1965
St. Louis University 1965 - 1969
University of Michigan
Law School 1969 - 1972

Jobs: Legal Aid Society
New York City Harlem 1972 - 1974

Legal Aid Society
Kansas City 1975 - 1976

Aldridge & Hall 1976 to date


Attorney for Jackson
County Board of Services
for Developmentally
Disabled 1976 - 2005

Miriam Hennesy
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Residence: 4618 Warwick Blvd
 #1A
 Kansas City MO 64112

If you need anything further, please let me know.

Very truly yours,


Millard F. Aldridge

MFA/bg

Tammy Flores

Address: 18906 East 22nd Terrace North

E-mail: tflores@kauffman.org

Qualifications:

Results oriented professional with 20 years of experience in event coordination, marketing, sales support, customer care and administrative positions in both private and non profit sector organizations. Known for ability to create and build relationships.

Major strengths include:

- Research
 - Logistics
 - Project management
 - Analysis
 - Negotiation
 - Problem solving
 - Event planning
 - Training
-

EXPERIENCE:

Ewing Marion Kauffman Foundation, Kansas City, MO

- **Analyst** *November 2008 – Present*
 - Operational activities for Kauffman Innovation Network, a separate 501c3
 - Manage grants including monitoring reports and use of monies
 - Monitor department budget
- **Executive Assistant** *February 2005 – October 2008*
 - Exercised initiative and judgment on issues, determining next actions
 - Coordinated the calendar and travel for Vice President, Advancing Innovation
 - Managed projects simultaneously, coordinated meeting logistics & travel of non associates
- **Assistant** *August 2003 – February 2005*
 - Extensive travel arrangements for staff and external guests
 - Coordinated logistics for both on- and off-site meetings
 - Timely completion of check requests and expense statements

Cramer Inc., North Kansas City, MO

- **Customer Care Manager** *July 2001- July 2003*
 - Trained new team members on product knowledge and procedure
 - Researched and managed non-standard requests with engineering, sales and legal departments to satisfy customer needs
 - Independently negotiated labor contracts with dealers
- **Customer Care Representative** *February 2001 - July 2001*
 - Responded to calls from 28 sales reps, 300 dealers, and end users regarding questions on products, pricing, invoices, returns, and literature

TRC Staffing Services, Kansas City, MO

March 2000 – February 2001

- **Assistant** –Ewing Marion Kauffman Foundation
 - Coordinator for the FastTrac project
 - Maintained ACT! Database
- **Executive Assistant/Project Manager** –Cooper Associates
 - On-site project management, daily contact with client
 - Supervision of 4 data entry personnel
 - Scheduling and planning of CEO calendar

Swingster/American Identity, Kansas City, MO

- **Inventory Analyst** *November 1996 – March 2000*
 - Supported sales with inventory in over 30 programs, ended programs with little inventory on hand
 - Analyzed special tracking reports for pivotal accounts

- Liaison for import agent: tracked shipments of import garments

Datamax Office Systems, St. Louis, MO

- **Marketing and Sales Assistant** *December 1995 – October 1996*
 - Arranged travel and funds for technicians and sales representatives, reconciled receipts
 - Maintained inventory on 38 forms and 40 brochures
 - Purchased, inventoried and distributed office supplies for 115 people

Danka Business Systems, Overland Park, KS

- **Marketing Support Coordinator** *December 1988 – December 1995*
 - Negotiated contracts for placement of equipment nationwide
 - Provided ongoing product training to sales staff
 - Installed office equipment and trained clients in the use of said equipment

Volume Services, Kansas City, MO

June 1982 – February 2009

- **Novelty Vendor: Kemper Arena, Starlight, Kauffman and Arrowhead Stadiums**
 - Collected and monitored cash in excess of 30k per event
 - Organized display booths to maximize sales dollars and prevent losses
 - Controlled and reconciled inventory
 - Sold promotional items

EDUCATION:

- **Master of Public Administration, Nonprofit Management, GPA 3.96** *May 2009*
University of Missouri, Kansas City, MO
- **Bachelor of Science in Business Administration, GPA 3.56** *May 1988*
Major: Marketing, Minor: German
University of Central Missouri, Warrensburg, MO

COMMUNITY INVOLVEMENT:

President, Board of Directors, Foundation Workshop, Inc.

June 2003 – June 2005

- Instrumental in the interviewing and hiring of the current executive director
- Lead the development of both a strategic and risk management plan
- Acted as a liaison for FWI, speaking at EITAS meetings and community events
- Developed job descriptions for two new positions at FWI
- Negotiated the settlement of a lease agreement
- Assisted staff in actions to become CARF accredited
- Managed the development of a new brochure to be used as an aggressive marketing tool
- Elected first woman president in 28 year history of organization

Board of Directors, Foundation Workshop, Inc.

May 2001 – January 2006

- Strategic Planning Committee
- By-Laws Committee

Special Olympics Volunteer

Missionary work in Juarez, Mexico

- Took Spanish classes in preparation for the trip
- Built or repaired 6 homes in 4 weeks over 2 summers
- Taught bible school to 25 children, ages 6-12