



KATHERYN SHIELDS

JACKSON COUNTY EXECUTIVE

JACKSON COUNTY COURTHOUSE
415 EAST 12TH STREET
KANSAS CITY, MISSOURI 64106

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EXECUTIVE ORDER # 06-27

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

**FROM: KATHERYN J. SHIELDS
JACKSON COUNTY EXECUTIVE**

DATE: NOVEMBER 28, 2006

RE: APPOINTMENT OF CHIEF OPERATING OFFICER

I hereby appoint Gary Panethiere as Chief Operating Officer to fill the vacancy occasioned by the resignation of Rick D. Perry as Chief Operating Officer. A copy of Mr. Panethiere's resume is attached.


Kathryn J. Shields
JACKSON COUNTY EXECUTIVE

FILED

NOV 28 2006

MARY JO SPINO
COUNTY CLERK

C. Dates

Harry S. Truman, Presiding Judge, 1927-1934



RECEIVED

NOV 28 2006

MARY JO SPINO
COUNTY CLERK

C. Dates 12:37 p.m.

GARY PANETHIERE, CPA

8670 NE 97th Terrace
Kansas City, Missouri 64157

H: (816) 407-9010
C: (816) 719-7944
E: Panethiere@AOL.com

PROFILE

Senior executive with over 25 years management experience in finance, accounting, budgeting, information systems and business operations in complex service environments. Progressive experience at all levels in the profession, providing diversified background and strong financial orientation. Able to meet changing business challenges and contribute to profitable operations thru analytical orientation with strong communication skills.

Strengths include:

▶ Budget & Financial management	▶ Process improvement
▶ Staff management	▶ Information Technology
▶ Purchasing	▶ Governmental auditing
▶ Human Resources	▶ Tax collection and enforcement
▶ Strategic leadership	▶ External audit coordination

PROFESSIONAL EXPERIENCE

CLAY COUNTY, Liberty, Missouri

1991 to 2006

A progressive, growing government of 600 employees with \$59M in annual revenues serving 200,000 citizens, including 12,000 in the unincorporated area.

County Administrator and Chief Budget Officer

Managed and directed the administrative departments of Budget, Purchasing, Human Resources, Information Technology, Facilities Management, Planning & Zoning, Highway, and Parks & Recreation.

- Prepared an annual budget of \$59M for commission consideration and approval.
- Analyzed financial and operational background information then recommended policy and commission actions.
- Created a positive working environment to maximize employee productivity and client service delivery.
- During working meetings built a consensus from differing viewpoints of three elected commissioners.
- Created and implemented a broad ranging governmental web page (*claycogov.com*) to assist citizens and provide public information.
- Developed and maintained an internal web page of forms, policies and useful information for consistent and timely employee communication.
- Successfully negotiated a \$200K per year casino payment from Harrahs and Ameristar Casino for county services rendered
- Converted a legacy computer system to a state-of-the-art integrated system wide networked electronic office in a server environment including digital VOIP phone operation.
- Oversaw the development of 12 miles of walking trails at a 5,000 acre county lake.
- Designed and implemented the \$13M, 5,500 foot runway, related hangers and terminal building at Clay County Regional Airport with revenue bonds and federal grants.
- Bonded and implemented an 18 hole, \$4M expansion to Paradise Point Golf Complex and \$1M expansion to the golf course clubhouse.

JACKSON COUNTY, MISSOURI, Kansas City, Missouri

1981 to 1991

A mature government of 1,800 employees with \$105M in annual revenues.

Manager of Finance and Operations (1987-1991)

Directed all financial, accounting and internal control aspects of the organization. Planned and organized the activities and programs of Accounting, Budgeting, Collection, Purchasing, Management Information Systems, Public Works, and Parks and Recreation. Managed a full-time staff of 450 with direct responsibility for administration of \$28M.

- Managed the billing, collection, safekeeping, and distribution of \$294M of property taxes with a 90% current and 99% total collection percentage.
- Successfully directed the selection, installation and testing of a new \$1.5M business computer system (IBM 4381). System processed all accounting activities including general ledger, budgeting, purchasing, payroll, accounts payable, billing, and accounts receivable.
- Solicited and evaluated banking proposals on main operating account that lowered fees by 60% and set a competitive investment rate of 1% over 90 day T-Bill rate on all funds.
- Researched and established IRS Section 125 Cafeteria Plan that resulted in three year FICA savings of \$83,000.
- Financed, constructed and operated a \$4.6M all-purpose sports, exercise and recreation facility.
- Established the fixed assets and accounts receivable which led to receiving the first unqualified opinion on audited financial statements.
- Awarded "Certificate of Achievement for Excellence in Financial Reporting" five consecutive years.
- Prepared, established and administered strict collection procedures that resulted in receipt of \$16M in delinquent receivables.
- Reconciled all bank accounts to detail accounting records and distributed \$1.2 M of unidentified funds.

Manager of Finance (1983-1987)

- Managed accounting, budgeting, collection and management information systems and a staff of 130 with direct responsibility for administration of \$6M.

Legislative Auditor (1981-1983)

- Managed internal auditing and review function. Directed a three member professional staff in financial, operational and efficiency auditing. Provided information, analysis, and recommendations to a 15 member board for establishing policy and informed decisions.

MISSOURI DEPARTMENT OF REVENUE, Kansas City, Missouri

1976-1981

Senior Auditor (1978-1981)

- Supervised a staff of five responsible for auditing business records to determine compliance with state tax laws.
- Assisted in the establishment and enforcement of work standards and in the development and implementation of training programs.

Sales/Use Tax Auditor (1976-1978)

- Conducted audits on a variety of businesses and industries to determine compliance with existing laws. Analyzed data and developed conclusions and recommendations.

EDUCATION/CERTIFICATIONS

Bachelor of Science in Business Administration - University of Missouri, Columbia, Missouri
Certified Public Accountant, Missouri

PROFESSIONAL AFFILIATIONS

Affiliate- Member of International City/County Management Association (ICMA)
Member- Government Finance Officers Association (GFOA), **9 years**
Chairman- Jackson County, Missouri Employees' Pension Plan, **7 years**
Member- Executive Board, Truman Medical Center, **4 years**
Member- Missouri Society of CPA's
Member- Board of Directors, University of Missouri Alumni Association