

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the County Executive to execute a Cooperative Agreement with Jennifer Osborne of Kansas City, MO, to serve as an artist-mentor for the MyARTS Program, at an actual cost to the County not to exceed \$39,000.00.

**RESOLUTION #17794**, January 23, 2012

**INTRODUCED BY** James D. Tindall, County Legislator

WHEREAS, the Prosecuting Attorney recommends the execution of a Cooperative Agreement with Jennifer Osborne of Kansas City (Jackson County), MO, to serve as an artist-mentor for the MyARTS Program, at a cost to the County not to exceed \$39,000.00; and,

WHEREAS, the MyARTS program exposes high risk youth to a variety of possible work opportunities through a 72-hour apprenticeship, followed by a paid, part-time entrepreneurship position; and,

WHEREAS, the artist-mentor will provide training through the MyARTS apprenticeship program in the areas of entrepreneurship, business law, accounting, sales, promotions/marketing, and research; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, MO, that the County Executive be and hereby is authorized to execute an agreement with Jennifer Osborne of Kansas City, MO, at an actual cost to the County not to exceed \$39,000.00, in a form to be

approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the agreement.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

*Quint D. Hall*  
Chief Deputy County Counselor

*W. Dennis Rife*  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17794 of January 23, 2012, was duly passed on January 30, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 7

Nays 2

Abstaining 0

Absent 0

1/30/12  
Date

*Mary Jo Spino*  
Mary Jo Spino, Clerk of Legislature

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4156 56080  
ACCOUNT TITLE: Anti-Drug Sales Tax Fund  
Community Crime/Drug Prevention Program  
Other Professional Services  
NOT TO EXCEED: \$39,000.00

January 19, 2012  
Date

*R. Scott Thomas*  
Director of Finance and Purchasing

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 17794

Sponsor(s): James D. Tindall

Date: January 23, 2012

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting a Resolution authorizing the County Executive to enter into an Agreement with Jen Osborne in the amount of \$39,000.00.</u></p>										
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$39,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$39,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number;                      FROM                      Anti-Drug Sales Tax Fund – 008; Prosecutor                      Community Crime/Drug Prevention – 4156; Other                      Professional Services - 56080</td> <td>FROM ACCT                      \$39,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                      Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):                      Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$39,000	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$39,000	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM Anti-Drug Sales Tax Fund – 008; Prosecutor Community Crime/Drug Prevention – 4156; Other Professional Services - 56080	FROM ACCT \$39,000
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 17499 2/11</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Jean Peters Baker</p>										

REQUEST SUMMARY	<p>Resolution authorizing the County Executive to enter into an agreement in the amount of \$39,000.00 with Jennifer Osborne, 609 Valentine Road, Kansas City, Missouri 64111. Ms Osborne will be an Artist Mentor for the MyARTS Program.</p> <p>MyARTS is a COMBAT initiated drug prevention program addressing the needs of "high risk youth". This program will expose youth to a variety of possible work opportunities through a 72 hour apprenticeship, followed by a paid part time entrepreneurship position. The apprenticeship/leadership program will place Metropolitan teens in small groups with professional urban artist/designers and young artist mentors to design, create and sell art products. With fully equipped, staffed studios, MyARTS will conduct business management training beyond the creative aspect of the program to produce productive, highly skilled, and dependable young artist and technicians. The training areas will include: Entrepreneurialism, business law, accounting, selling, promotions/marketing, and research. MyARTS is funded by the Department of Public Safety, City of Kansas City and COMBAT.</p> <p>Term of the Agreement is January 1, 2012 through December 31, 2012.</p> <p>Funds should be allocated from 008-4156-56080. Monthly payments.</p>								
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)								
ATTACHMENTS									
REVIEW	<table border="1"> <tr> <td data-bbox="326 978 1263 1041">Department Director: <i>Jean Peters Baker</i></td> <td data-bbox="1263 978 1547 1041">Date: <i>1/17/12</i></td> </tr> <tr> <td data-bbox="326 1041 1263 1104">Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i></td> <td data-bbox="1263 1041 1547 1104">Date: <i>1/18/12</i></td> </tr> <tr> <td data-bbox="326 1104 1263 1167">Division Manager: <i>[Signature]</i></td> <td data-bbox="1263 1104 1547 1167">Date: <i>1/18/12</i></td> </tr> <tr> <td data-bbox="326 1167 1263 1226">County Counselor's Office:</td> <td data-bbox="1263 1167 1547 1226">Date:</td> </tr> </table>	Department Director: <i>Jean Peters Baker</i>	Date: <i>1/17/12</i>	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>1/18/12</i>	Division Manager: <i>[Signature]</i>	Date: <i>1/18/12</i>	County Counselor's Office:	Date:
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County Counselor's Office:	Date:								

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
008-4156-56080	Anti-Drug Sales Tax Fund – Drug Prevention: Oth Professional Serv	\$39,000

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



## **Jennifer Osborne**

JOB TITLE: Visual Arts Lead Artist Mentor

DATES OF EMPLOYMENT: January 1, 2012 through December 31, 2012

**BUDGET: \$25 per hour**

**Not to exceed 30 hours a week**

DESCRIPTION: Part-time teaching / mentor position

Exciting new art entrepreneurial concept developing in the Crossroads Arts District for aspiring young artists. Art studios include: visual (painting), screen printing, photography, sculpture, ceramics and graphic design.

### **GENERAL RESPONSIBILITIES:**

- Artist Mentors will be responsible for their studios at all times.
- Artist Mentors will be expected to plan and facilitate projects within their studios.
- Teach apprentices skills and tools needed to perfect their art.
- Maintain daily progress report on each apprentice. Report will be handed in weekly.
- Artist Mentors and Apprentices will collaborate on creative projects, some specifically commissioned by clients.
- Facilitate cooperation between all apprentices in the studio.
- Act as positive role models and resource for participants / apprentices and other staff members, supporting participants' academic, cultural and art interests.
- Maintain professional relationships with all other staff members and apprentices.
- Provide support of program activities related to the MyARTS Program.
- Abide by all rules and policies set forth by the MyARTS Program and enforce said rules and policies fairly and consistently.

### **SPECIFIC JOB DUTIES:**

- Facilitate the execution of art work of young artists in the Visual Arts Studio by managing studio supply usage, reinforcing art techniques and an entrepreneurial mindset, aiding in creation of design from research to framing, assisting in show hanging, art work presentation, writing of artist statements, entitling work, promotional and marketing techniques, modeling professional communications with commission clientele and customers, sales techniques, and time-management skills.
- Managing specialized art technique training for Young Artists in workshops and scheduling community volunteers and visiting artists for special instruction or workshops for MyARTS Young Artists.
- Recruitment of potential MyARTS employees by visiting Jackson County Schools, speaking with teachers, counselors, parents and young artists, interviewing all potential young artists, scheduling and monitoring young artists' progression in the apprenticeship program.

- Monitor and oversee apprenticeship program where young artists complete a foundations art curriculum prior to employment in the MyARTS program and ensure a smooth transition as from apprenticeship to employment in the MyARTS program.
- In Studio organizer of all MyARTS special events and programs, including store front presentation, sales, shift scheduling, packaging and opening and closing of store front.
- Preparation and hanging of MyARTS products in satellite featured locations in the Kansas City Area.
- Research of pricing for MyARTS pre-press products to ensure the lowest tax-payer cost spent on supplies.
- Research of MyARTS buying market and national trends in art sales to help Young Artists keep a step ahead and to ensure product sales, thereby helping to reach the goal of MyARTS becoming a self-sustaining program.
- Manager of marketing and dispersing of promotional materials by Young Artists for special events.
- Working closely with Program Director in special event planning from thematic choices and curatorial duties to layout and gallery set-up.
- Responsible for challenging the Young Artists to create thought-provoking art work that engages the public in a conversation about the perspective of Kansas City youth.
- Responsible for maintaining inventory for all MyARTS products online and in store front, and fielding customer questions regarding products.
- Working with commission clientele and customers to ensure quality creation of art work and customer satisfaction with products.
- Facilitating meetings with clients and Young Artists where the youth may learn the process of creating quality commission work suited to the client's needs.
- Responsible for overseeing MyARTS website creation, updates, maintenance, newsletters and answering all emails directed to the website addresses.
- Monitor all young artists' hours and attendance, responsible for all scheduling communication for all young artists.
- Organizing community outreach campaigns where information about the MyARTS program, the Jackson County Prosecutor's Office and COMBAT are dispersed through events such as Duck Derby, SantaCalagon Days and the Plaza Art Fair. Young Artists work with younger children on satellite art projects, modeling the mentoring the Young Artists receive in the MyARTS program.
- Gathering of all evaluation and paperwork required by MyARTS program including employee tax papers.
- Manage and organize all MyARTS studios needs including: supply lists, workshops, visiting artist lectures, preparation for events, monthly studio meetings, studio commissions, and oversee all product and promotional material creation.
- Manage communications between Director and MyARTS Studios Artist Mentors/Young Artists.
- Weekly reporting to MyARTS Program Director



**Jennifer (Jade) Osborne**  
603 Valentine Road  
Kansas City, Missouri 64111  
(816) 509-7078 or [jademuse@gmail.com](mailto:jademuse@gmail.com)

**Personal Statement**

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Jade Osborne is a motivated and goal-oriented creative person who thrives in a diversely collaborative environment. She is passionate about the arts and the community and has had a long-term commitment to social work with community and educational arts emphases. Jade has had extensive experience in non-profit organizations as a program developer, facilitator and organizational manager, as well as long-term community relationships with metropolitan area public and alternative schools, community center and detention center programs. Ms. Osborne is a dedicated artist who gives great attention to detail, and who takes personal pride in her professionally completed projects.

**Employment**

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2006-current      Metropolitan Youth Arts & Technology Studios, MyARTS      Kansas City, MO  
*Visual Arts Studio Mentor and Team Lead Artist (In-Studio Manager)*

Planning and facilitating projects within the Visual Arts studios, including layout, design, and final execution of commissioned and personal pieces. Teaching young artists and apprentices skills and tools needed to perfect their art throughout projects. Collaborating on creative projects with other studio mentors, incorporating multimedia approaches to projects and pieces. Aiding the curator of MyARTS art shows and fundraisers. Acting as a positive role model and resource for participants/apprentices and other staff members. Supporting participants' academic, cultural and art interests. Recruitment of new apprentices and responsible for new apprentice acclimation to the MyARTS program. Responsible for planning and coordinating community activities and visiting community artists.

2010-current      Sentenced to the Arts – COMBAT Programming      Kansas City, MO  
*STTAP Re-Entry Coordinator*

Identified eligible youth participating in the re-entry portion of STTAP resulting in a successful transition into the community. Coordinate the re-entry portion of STTAP, working closely with Jackson County Family Court identifying eligible program youth to transition back into the community through MyARTS Program.

- Assess Family Court determining eligible program youth for re-entry program.
- Work closely with DJO's to ensure transition back into the community is successful.
- Thorough documentation of interaction and activities involving STTAP program youth.
- Report to Program Manager weekly.
- Attend STTAP programs at various sites in order to develop relationships with eligible program youth.
- Other duties as needed.

risk youth and connects local artists with domestic and international satellite groups. International performances, workshops and travel experience to Brazil, Canada, Jamaica, Hong Kong, and the United Kingdom.

2000-2006                      Storytellers Inc.    Kansas City, MO  
*Contracted Artist/ Facilitator*

Facilitator of visual arts programs in metropolitan area detention centers and alternative schools. Member of the Art Model team funded by the National Education Association for the development of creative arts implementation for public education, 2004-2006.

### Creative Design Experience

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Proficient in Microsoft Office, Adobe Photoshop, Illustrator, In Design, Premiere, Dreamweaver, Flash, Quicken Books, I-Movie and Final Cut Pro.

### Education

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University of Missouri, Kansas City	<i>English – Creative Writing</i>	Kansas City, Missouri
Federal University of Espirito Santo	<i>Capoeira Extension Program</i>	Vitoria, E.S., Brasil
Tulane University	<i>Liberal Arts</i>	New Orleans, Louisiana
Pembroke Hill School	<i>Liberal Arts</i>	Kansas City, Missouri

### References

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Deana Bellamaganya	Manager, MyARTS Studios, (816) 985-0119
Marcia Pomeroy	Director, Kansas City Mentoring Initiative, KCMI, (816) 627-4351
Michael Toombs	Director, CEO, Storytellers Inc., (816) 678-8694