



MICHAEL D. SANDERS

Jackson County Executive

EXECUTIVE ORDER #14-05

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

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

DATE: March 24, 2014

**RE: APPOINTMENT OF ACTING DIRECTOR OF THE DEPARTMENT OF
HUMAN RESOURCES**

I hereby appoint Dianne L. Kimzey, as acting Director of the Department of Human Resources, effective March 24, 2014, to serve until the appointment of a new permanent director. A copy of Ms. Kimzey's resume is attached.

Michael D. Sanders, County Executive

Dated: _____

3/24/2014



Dianne L. Kimzey

1607 Manasseh St.
Oak Grove, Mo. 64075
(M) (816) 564-3551

WORK EXPERIENCE:

Jackson County Mo.
415 E. 12th Street
Kansas City, MO 64106

November 1992 - Present

Deputy Director of Enterprise Operations – Jackson County Parks + Rec *2005 – Present*

One of two management positions reporting directly to the Park Director. Directly oversees 5 of 7 Enterprise operations within the Department with a total annual revenue of \$5 million. Financial administration functions for the Department were retained as performed under the Superintendent of Finance & Administration position when accepting the position of Deputy Director.

Superintendent of Finance & Administration – Jackson County Parks + Rec *1998 – 2005*

Management position directly responsible for all financial operations for the Park Department. Responsibilities include the preparation and monitoring of an annual \$15 million budget and oversight for a \$5 million Enterprise operation. Supervision, hiring, training and evaluation of full-time and seasonal staff.

Financial Analyst – Jackson County Mo. *1992 – 1998*

Responsibilities included reviewing and assessing each department's needs in the areas of automation and internal controls to enable them to operate more efficiently; grant management county-wide including accounting functions as well as compliance with laws and regulations; reconciling and reviewing general ledger accounts and assisting with the preparation of the Comprehensive Annual Financial Report and annual budget. Accepted additional responsibilities of monitoring and tracking the daily cash flow operations for the county in 1996, including making decisions for investments to make sure funds were continually collateralized.

Office of the Missouri State Auditor
Jefferson City, MO 65101

June 1990 – November 1992

Auditor:

Performed audits for state and local governments. Document, review, evaluate and test internal controls and relate the results to substantive tests. Perform audit tests for compliance with Missouri State Statutes and Attorney General Opinions. Reconcile audit figures to book balances and prepare financial statements.

Dianne L. Kimzey resume (cont)

EDUCATION:

University of Missouri – Kansas City

Master of Science – Accounting

Pittsburg State University – Pittsburg KS

Bachelor of Business Administration –
Accounting

Certified Public Accountant

PROFESSIONAL AFFILIATIONS:

Missouri Society of CPA's

American Institute of CPA's

Missouri Park & Recreation Association

National Recreation & Park Association