



FRANK WHITE, JR.
Jackson County Executive

EXECUTIVE ORDER NO. 21-04

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

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

DATE: JANUARY 22, 2021

**RE: APPOINTMENTS AND REAPPOINTMENTS TO THE COMBAT
COMMISSION**

RECEIVED

JAN 22 2021

MARY JO SPINO
COUNTY CLERK

*JAK
10:50am*

I hereby make the following appointments and reappointments to the Jackson County COMBAT Commission:

Alfred Jordan is appointed as an At-Large Legal Professional member occasioned by the resignation of **John B. Boyd**, for a term to expire December 31, 2023. A copy of Mr. Jordan's resume is attached.

Stephanie Burton is appointed as a District 1 member occasioned by the passing of Charles (Gene) E. Morgan for a term to expire December 31, 2024. A copy of **Ms. Burton's** resume is attached.

Elizabeth Williams is appointed as a District 3 member occasioned by the resignation of Keith Querry for a term to expire December 31, 2024. A copy of **Ms. Williams'** resume is attached.

Arimeta Renae DuPree, Esq. is reappointed as a District 2 member for a new term to expire December 31, 2023.

Mark Bryant is reappointed as a District 4 member for a new term to expire December 31, 2024.



Members of the Legislature
Clerk of the Legislature
January 22, 2021
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Dr. Joseph Spalitto is reappointed as an At-Large Substance Abuse Professional member for a new term to expire December 31, 2024.



Frank White, Jr., County Executive

Date: 1/22/2021

ALFRED B. JORDAN

2206 E. 68th St. Kansas City, MO 64132 ♦

EXPERIENCE

JORDAN LAW, LLC

Member 2019-Present

- ◆ Advise clients on structuring entities and commercial transactions.
- ◆ Draft and negotiate formation documents and commercial contracts.
- ◆ Assist clients with corporate governance.
- ◆ Assist clients with documenting, negotiating and closing real estate transactions.
- ◆ Operate and administer all aspects of a solo law firm.

ALTEN, LLC

Vice President 2014-2019

- ◆ Responsible for drafting and negotiating commercial contracts.
- ◆ Responsible for compliance and risk management.
- ◆ Responsible for corporate governance.

JACKSON COUNTY LEGISLATURE

Legislator 2015-2018

- ◆ Responsible for oversight and policy for county government.
- ◆ Responsible for addressing constituent concerns.
- ◆ Vice Chair and Chair of Justice and Law Enforcement Committee.

BRYAN CAVE

Associate 2007-2014

- ◆ Assisted clients with acquisitions and divestitures across a broad range of industries including transportation, energy and manufacturing. Drafted and reviewed letters of intent, purchase agreements, disclosure schedules and ancillary transaction documents for acquisitions and divestitures including transition services agreements, consulting agreements, escrow agreements, employment agreements and confidentiality agreements. Worked with clients to ensure that objectives were met in due diligence, execution and closing of transactions ranging from \$300,000 to \$100,000,000.
- ◆ Performed buy-side and sell-side due diligence to test the accuracy of representations and warranties and determine obstacles to closing transactions.
- ◆ Formed entities for clients ensuring that client needs were met in structure of classes of ownership, management and transferability of interests.
- ◆ Drafted commercial agreements to document various business arrangements including services agreements, agency agreements, sales agreements and equipment purchase agreements.

SPRINT

Project Analyst 2000 – 2004

- ◆ Managed enhancements throughout the system implementation life cycle, which includes analysis, design, development, testing, implementation, and warranty.
- ◆ Attained extensive knowledge of PeopleSoft Asset Management and Projects applications and familiarity with Structured Query Language.

Stephanie Burton

4124 Troost Avenue Apt. 4
Kansas City, MO 64110
Smburton-law@live.com

BAR ADMISSIONS

STATE OF MISSOURI

May 2011

U.S. DISTRICT COURT OF MISSOURI

June 2011 Western District

U.S. DISTRICT COURT OF KANSAS

October 2012

WISCONSIN DISTRICT COURT OF THE UNITED STATES

August 2014 Western District

EDUCATION

UNIVERSITY OF MISSOURI-KANSAS CITY

J.D. Dec 2010

Pro Bono Honors: Completed over 200 pro bono hours with the Midwestern Innocence Project and the Death Penalty Litigation Clinic

Pipeline to Diversity Scholarship: First recipient of the Pipeline to Diversity Scholarship. \$10,000 first year tuition. *First Pipeline graduate*

Diversity Merit Scholarship: Awarded scholarship for 50% tuition and expenses

UNIVERSITY OF CENTRAL MISSOURI, Warrensburg, MO

M.S. Criminal Justice May 2008

Thesis: Beyond Probation and Parole: Community Based Alternatives to Incarceration

UNIVERSITY OF MISSOURI- KANSAS CITY

B.A. Criminal Justice & Criminology Dec 2005

B.A. Political Science Dec 2005

EXPERIENCE

WYANDOTTE COUNTY DISTRICT ATTORNEY'S OFFICE, Kansas City, KS

Senior Assistant District Attorney – March 2019 – Present

I lead the first Conviction Integrity Unit in the State of Kansas. My team investigates cases for wrongful convictions and claims of actual innocence by reviewing in house files and newly discovered evidence.

LAW OFFICE OF STEPHANIE M. BURTON, LLC, Kansas City, MO

Criminal Trial Attorney – May 2011 – March 2019

I owned and operated a criminal defense law practice representing defendants at all stages of criminal proceedings charged State of Missouri and the U.S. District Courts in the Western District of Missouri and the U.S. District Court of Kansas. I represented clients charged with federal, state, and local crimes and offenses. I frequently traveled to investigate criminal cases in preparation for trial and/or negotiation of plea agreements and sentencing. I am experienced in jury trials in state and federal court, bench trials in family court as well as associate circuit court divisions, and appellate work. Additionally, I provided pro bono assistance to Legal Aid of Western Missouri in their Volunteer Attorney Warrant Relief Project and I contracted with civil firms to handle their pro bono family court appointments.

MIDWESTERN INNOCENCE PROJECT, Kansas City, MO

Clinical Intern, Jan 2010 – Dec 2010

I developed claims of actual innocence through investigative research of newly discovered evidence supporting unresolved constitutional claims of juror misconduct, ineffective assistance of counsel, and violations involving prosecutorial and police misconduct.

DEATH PENALTY LITIGATION CLINIC, Kansas City, MO

Clinical Intern, May 2010 – Aug 2010

I researched effect of mining and arsenic on mental illness and the central nervous system as well as the effect of gangs in prison for use as mitigation in a capital case. Additionally, I summarized trial transcripts and complex medical records to assist lead attorneys in appeal preparation. I also researched juror bias and conducted juror background checks. Lastly, I traveled out of state to interview jurors in a capital case to develop claims of juror.

MISSOURI DEPARTMENT OF CORRECTIONS, Kansas City, MO

Probation and Parole Officer (NCIC, ALERT, MULES cert.), Apr 2006 – Aug 2008

I managed an all-male case load of over 50 probationers as a liaison officer in a residential treatment facility and supervised probationers and parolees to ensure compliance with court ordered probation/parole conditions of supervision. I developed morale activities at residential facility to reduce absconder rate. Additionally I trained residential facility employees in professionalism and client communication in a self-authored training manual and presentation titled *The Power of Words*.

U.S. PROBATION & PRETRIAL SERVICES, Kansas City, KS

Intern, May 2005 – Dec 2005

I conducted collateral investigations of clients' criminal histories in other states. While there I attended NCIC training with the Kansas Highway Patrol and learned how to conduct FBI criminal record checks and interpret the reports. I used this information and compiled collateral investigation reports for use in the Pre-Sentence Investigation (PSI) in federal criminal cases for the District of Kansas.

INTEREST

Interest: Community Development in Indigent Communities, Wrongful Convictions Research, Abolishment of the Death Penalty, Alternatives to Incarceration, Prison Ministries, Families of Incarcerated Offenders, and Mentoring Single Mothers.

PROFESSIONAL ASSOCIATIONS

- Urban Summit Young Professionals – Board Member
- Phi Alpha Delta Legal Fraternity
- Kansas City Metropolitan Bar Association
- Jackson County Bar Association
- Clay County Bar Association
- Eastern Jackson County Bar Association
- Association of Women Lawyers – Connections Mentee Class of 2012
- Legal Aid Volunteer Attorney Project

ELIZABETH WILLIAMS

ABOUT ELIZABETH

- Passionate educational consultant with over 20 years of experience effectively leading and empowering organizations, teams, and individuals into greater levels of sustainable impact
- Experience facilitating group and individual training programs for 300+ employees, students, parents, educators, and academic leaders
- Specialization in secondary education, having improved student engagement and parent advocacy by 75% through specialized programming
- Skilled in tailoring training experiences to diverse groups across multiple ages, educational levels, and backgrounds

EDUCATION

Bachelor of Liberal Arts and Science – University of Missouri – Kansas City

TRAINING AND CERTIFICATIONS

Certified Trainer - Parent Leadership Institute, March 2019 – Present

Entrepreneurship Certificate – Block Knowledge Entrepreneur Program, 2019

Family Development Certification - University of Missouri-Kansas City, 2005

LISC Community Organizing Certificate – Building Communities & Leaders Kansas City, 2007

Neighborhood Alliance Certificate – Building Safe Neighborhood, 2007

Parent Teacher Leadership Institute - Turning The Page KC

CONSULTING & TRAINING EXPERIENCE

EDUCATIONAL CONSULTANT | Alpha and Omega Consulting Services 2020

- Increased student engagement and comprehension by 75% through a year-long customized life skills course called “Overcoming Obstacles” for 90 students
- Created and implemented an educational leadership training course for 10+ school principals superintendents, and staff members
- Facilitate the 6-week Parent Leader Training Institute (PLTI) course for 50 parents, providing parents with tools and coaching to be student advocates, in which parents achieved a 90% increase in their understanding of student advocacy and communication
- Develop customized training curriculum for students, parents, and educators to achieve greater engagement for over 100 participants, in partnership with 4 entrepreneurs
- Track and monitor program outcomes through qualitative surveys and methods
- Collaborate with Whatsuphomie learning program to develop individualized student courses

COMMUNITY INVOLVEMENT & MENTORSHIP

STUDENT MENTOR | Central High School, 2010 - 2012

- Headed a student mentorship program, increasing student performance in the areas of Math, Science and English

MENTOR AND VOLUNTEER | Connections to Success Kansas City

- Mentored women through a Department of Justice program Connection for Success and provided emotional and academic support to address issues through trauma-informed lens

CO-COORDINATOR OF GREAT AMERICAN CLEAN-UP INITIATIVE FOR KC, 2005 - 2008

- Increased community involvement by 18% and the Litter Index for the urban core area was reduced by 25%

YOUTH COORDINATOR/COMMUNITY ORGANIZER | True Vine Baptist Church, 2004

- Collaborated with 5 youth agencies to facilitate and solidify grant funds for the annual Youth Summit

FOUNDER | 2.7 Program In-School Program, 1999 - 2005

- Successfully spearheaded and launched a leadership program for at-risk students to achieve a 2.7 or greater GPA in partnership with the Kansas City Commission

COORDINATOR OF NATIONAL YOUTH SERVICE DAY | True Vine Baptist Church, 2002 - 2004

- Led a city-wide youth volunteer effort that increased area youth volunteerism by 30%

AMBASSADOR FOR THE 1996 OLYMPICS | AT&T Global Village, 1996

- Managed a project team of 10 to provide a centralized telecommunications hub at the Olympics to meet attendee telecommunication needs of calling and internet connections

MEMBER | International Association of Women

PROFESSIONAL BACKGROUND

ASSOCIATE DIRECTOR - CLAIMS CALL CENTER | AIG Insurance May 2013– Oct. 2019

- Developed and led first ever centralized customer call center of 15+ people, monitoring work performance, quality, and identifying areas for operational improvements
- Developed and monitored performance objectives and quality standards for the department
- Manage Customer Retention Management (CRM) and develop customer retention and resolution strategy for the department
- Designed and implemented new training, curriculum, and processes for best practices in customer service, reducing customer complaints by 17% and increasing internal and external relationship satisfaction by 35%.
- Project Management for new lines of business integrated into overseas offices

CUSTOMER CONTACT INFORMATION CENTER MANAGER | AIG Sep. 2010 – May 2013

Directed, trained, and managed a team of 15 representatives responsible for multi-unit claims management

- Conducted monthly quality and performance evaluations against departmental metrics
- Performed trend analyses to determine process improvement opportunities and present analysis to senior management

ASSOCIATE DIRECTOR – 311 ACTION CENTER | City of KCMO Aug. 2005 – Apr. 2010

- Led an organizational change project to reorganize and consolidate three customer service departments into a single centralized call center of over 50 employees
- Project managed the reorganization of the Water Consumer Service Division leading to the recovery of \$1 million in outstanding commercial billings
- Oversaw the timely delivery of initial, system and continuation training for Call Center staff and collaborating departments within city government.
- Coached and developed Trainers on facilitation techniques, curriculum development, coaching of their subordinates, progressive disciplinary actions and documentation skills
- Reported monthly customer service performance statistics, trends, projections, and hurdles to Mayor, City Manager, City Council and Directors of City Departments