



MICHAEL D. SANDERS

Jackson County Executive

EXECUTIVE ORDER NO. 15-23

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

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

DATE: DECEMBER 7, 2015

**RE: APPOINTMENT AND REAPPOINTMENTS TO THE BOARD OF
DOMESTIC VIOLENCE SHELTERS**

I hereby make the following appointment and reappointments to the Board of Domestic Violence Shelters:

Teresa Chu is appointed to fill the vacancy occasioned by the expiration of the term of Lanna Ultican, for a new term to expire September 30, 2018. A copy of Ms. Chu's resume is attached.

Lisa Pelofsky is reappointed for a new term to expire September 30, 2017.

Melba Curls is reappointed for a new term to expire September 30, 2016.

Martha Lofgreen is reappointed for a new term to expire September 30, 2017.

Michael D. Sanders, County Executive

Date: 12-4-15

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MARY JO SPINO
COUNTY CLERK

*A. Ode
12/24/15*



Summary

Licensed Attorney in Missouri with nine years of experience in contract administration, management and negotiation. Strong ethics, legal research and computer proficiency developed through various industries. Able to establish rapport and credibility with diverse groups ranging from internal and external customers. Solution oriented with an eye for efficiency, details and bottom line results.

Education

University of Missouri, Kansas City – School of Law

Kansas City, MO

Juris Doctor, May 2002

MO Bar No. 58372

- Editor, *Journal of the American Academy of Matrimonial Lawyers*, 2001-2002
- Secretary, *International Law Society*, 2000-2001
- Vice President, *Public Interest Law Association*, 2000-2001
- Quarterfinalist – Midwest Region, *Frederick Douglass Moot Court Competition*, 2001
- Finalist, *Lexis-Nexis Legal ER Competition*, 2000

Alliant International University, previously known as United States International University (USIU)

San Diego, CA

Masters Degree, International Business Administration – International Marketing, 1998

- Member, *Epsilon Chi Chapter – Sigma Iota Epsilon*

Bachelor of Science, International Business Administration – International Management, 1997

- Chair of Plans Book Department, *General Motors Marketing Internship*, Recipient of "Award of Excellence and Completion"
- Secretary, *Sigma Iota Epsilon*

Selected Experiences

CBRE GROUP for SPRINT CORPORATION, Overland Park, KS

Real Estate Negotiator (2012-present) (contract through Great Plains Technical Services)

- Coordinated with Legal Department to review and administer contractual documents for adherence to company and industry specific policies.
- Provided vital coordination of correspondence, compliance and documentation of legal agreements for external and internal customers.
- Effectively streamlined and negotiated lease terms with landlords for new amendments renewal with an overall average of 25% rent reduction.
- Coordinate compliance issues and repairs for retail stores in the Midwest Region.

HOSTESS BRANDS, Kansas City, MO

Real Estate Negotiator (Feb.2010 - Present) (contract through Great Plains Technical Services Agency)

- Effectively negotiated buy-out settlements and release with savings up to 40% of the contracted obligations.
 - Effectively streamlined and negotiated lease terms with landlords for new amendments and leases with an overall 3.6% rent reduction.
 - Effectively negotiated and completed 136 transactions for Fiscal Year of 2011.
 - Coordinate and compile data for database updating and tracking to efficiently utilize resources.
 - Streamlined process in communication and documentation for site repairs from 14 days to 7 days turnover.
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HIRE COUNSEL, Chicago, IL

Document Review Specialist (June – Aug. 2009)

- Processed and review assigned documents for preparation of litigation. Finished assigned project ahead of schedule.

SPRINT NEXTEL CORPORATION, Overland Park, KS

Contract Administrator II (2004-2009)

- Delivered an encompassing database from the merge of over 1000 lease agreements from multiple sources to one database for efficiency of accessing data.
- Successfully compiled, organized and synchronized the portfolio for transfer and maintenance.
- Coordinated with Legal Department to review and administer contractual documents for adherence to company and industry specific policies.
- Streamlined summary of contractual terms and correspondence from 7 days to 2 days.
- Reviewed and generated summaries of contract obligations for business managers and legal staff.
- Provided vital coordination of correspondence, compliance and documentation of legal agreements for external and internal customers.
- Supervised temporary contractors for data management.

Real Estate Negotiator (2003-2004) (contract through Great Plains Land Services Agency)

- Implemented a tracking system of court holdings in regards to right-of-way laws by state and Circuit Courts.
- Provided updated compliance requirements to business managers to efficiently negotiate new contracts.
- Effectively negotiated terms with municipalities for right of way contracts.
- Identified liability issues and coordinated with risk management group.

STATE OF MISSOURI - DEPARTMENT OF FAMILY SERVICES, Division of Legal Services, Independence, MO

Law Clerk (2000-2003)

- Produced claims and petitions for probate, minor guardianships, and release of jurisdiction for Children Services.
- Conducted research and analysis of cases to generate summaries for staff attorneys' review.
- Drafted briefs for child support and medical claims.
- Organized correspondence and scheduling for staff attorneys.

Affiliations & Community Activities

- Volunteer Attorney Program in association with Western Missouri Legal Aid, Nov. 2009 – Present
 - Court Appointed Special Advocate, *Jackson County and Kansas City, MO*, 2001 – 2010
 - Vice President and Board member of (2007-2010), *Global and Multicultural Education Center*, 2004 – 2010
 - Cultural Awareness and Special Events Committee member, Sprint 2006
 - Member of the Asian American Bar Association of Kansas City
 - Member of the American Bar Association
 - Member of the Missouri Bar Association
 - Member of the National Association of Asian American Professionals – Greater Kansas City
 - Competitive Badminton Player – Kansas City and St. Louis in the Midwest Region
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