



OFFICE OF THE COUNTY EXECUTIVE

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JACKSON COUNTY COURTHOUSE

415 EAST 12TH STREET
KANSAS CITY, MISSOURI 64106



EXECUTIVE ORDER NO. 25-25

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

FROM: **KAY BARNES
JACKSON COUNTY EXECUTIVE**

DATE: **OCTOBER 10, 2025**

RE: **APPOINTMENTS - INTERIM DIRECTOR OF HUMAN RESOURCES AND
INTERIM DIRECTOR OF FINANCE**

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OCT 10 2025 mmu
MARY JO SPRING
COUNTY CLERK
11:10 AM

I hereby appoint Ms. Gina Campbell to serve as Interim Director of Human Resources, effective immediately. Ms. Campbell will serve until the appointment of a permanent Director. Ms. Campbell's resume is attached.

I hereby appoint Ms. Cheryl Colter to serve as Interim Director of Finance, effective immediately. Ms. Colter will serve until the appointment of a permanent Director. Ms. Colter's resume is attached.

10.10.2025

Date

Kay Barnes

Kay Barnes, County Executive



GINA M. CAMPBELL, SPHR, SHRM-SCP

Senior level HR leader with extensive and broad expertise who possesses a desire to make a significant contribution to the success of a solid and dynamic employer.

AREAS OF EXPERIENCE:

- **Multi-Site, Multi-shift, Corporate Headquarters, Distribution Centers, Global and Regional -** Training, Collaboration, Facilitation, Employee Relations and Engagement
- **Talent Acquisition and Employment Lifecycle -** ATS, Hiring, Onboarding, Training, Retention, Termination, Exit interviews, Succession Planning
- **Policy and Procedure Development -** Design, Training, Implementation
- **Compliance -** Federal and State Regulations
- **Safety, Security, Medical, Workers' Compensation, and Risk Management**
- **Performance Management -** Evaluation Design and Implementation, Improvement plans
- **Vendor Contract Negotiation, Compensation and Budgets -** Benefits/Vendors
Salary Market Surveys, Adjustments, EAP.
- **Labor Relations -** Grievance and Contract negotiations, Union Avoidance
- **Wellness -** Program design, Implementation
- **HRIS and Software platforms -** SAP, DocuSign, ADP, NOVAtime, Outlook, MS Office, Teams, PeopleSoft, Workday, Paycor and more.

CAREER ACCOMPLISHMENTS

- **Risk Management** - In the sudden absence of the Risk Manager, successfully stepped in the role for 18 months and managed our Risk program, claims, and negotiated new contracts.
- **ATS & Onboarding** - Researched and implemented a much-needed program that meshed with the ERP currently in place.
- **Succession Plan** - Designed and implemented company-wide program that, on a quarterly basis, tracked "on deck" employees and the skills and knowledge needed for them to advance.
- **Performance Evaluation program** - Designed and brought to fruition a company-wide program that was modern, easy, and held employees, and those to whom they reported, accountable for employee development and growth. This was an outgrowth of my Succession Plan program.
- **Safety/Workers' Compensation** - Designed "Near Miss" awareness program and conducted monthly audits, and inspections. Permanent member of the Safety Committee.
- **Wellness** - Designed and implemented a company-wide program. Our company experienced a 98.2% success rate of participants in meeting their goals in the first year.
- **OSHA** - Wrote/trained on internal OSHA Inspections.
- **Compensation Plan** - Designed and implemented a multi-year compensation program.
- **Attended a 10-week jail basic academy** - To better understand the environment and issues our employees faced daily. This also aided in better long term hiring for the Jail.
- **Community Events** – Employed positive and transparent communication skills to serve employer and employees at various events and functions in the community.

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MARY JO SPINO
COUNTY CLERK

PROFESSIONAL EXPERIENCE:

JACKSON COUNTY, MISSOURI, Kansas City, MO 1-2021 to Present
*Deputy Director Human Resources
County Government*

ROANOKE REGIONAL AIRPORT COMMISSION, Roanoke, VA 7-2013 to 5-2020
*Human Resources Manager
Public/Airport*

Hired for my senior level expertise in the field and cultural fit. Immediately upon hire into this high-level HR role I was able to rebuild the trust that had previously been damaged in the department. As the Senior HR member of the strategic leadership team directed all HR processes and programs. Created and implemented a brand-new multi-phase Performance Management process including a new Applicant Tracking and Onboarding System (ATS), Performance evaluations, and a customized Succession Plan. Successfully negotiated renewal contracts for: EAP; Insurance; Risk; Training, and Benefit policy vendors; Researched and rewrote Policies and Procedures, and Job Descriptions; Oversaw Payroll, Managed and expanded Benefits; Created departmental budget; Managed all Federal and State Compliance programs (i.e. AAP, EEOC, OSHA, OFCCP, FMLA, WC); Created and executed a very popular Wellness Program. Additionally, served on the Safety Council and prepared many Internal Communications.

NORTHERN NECK REGIONAL JAIL, Warsaw, VA 2-2010 to 7-2013
*Director - Human Resources
Public/Corrections*

Senior member of strategic executive staff. Designed and introduced several much-needed Performance Management initiatives including an On-Boarding process that focused on Employee engagement, beginning with a thorough job preview program, continuing through the post-offer and "Family First" stages. Managed Payroll, Benefits, Policies and Procedures and Internal investigations. Initiated a Safety program for employees. Oversaw the Standards for the Jail through the Standards Sergeant. My position was eliminated through a reorganization, but through my networking, quickly found a position with the airport in Roanoke.

WHEELED COACH INC., Winter Park, Florida 3-2007 to 9-2008
*Plant HR Manager- Human Resources. Health, and Safety
Manufacturer - Ambulances*

Senior member of strategic executive staff. Directed all activities in HR, Health and Safety Programs. Provided counsel and coaching to all levels of the staff. Oversaw talent acquisition, performance management process, budget, compliance, training, and benefit programs. Investigated HR and Safety concerns. Achieved a declining trend in OSHA recordables by identifying near misses/first aids through training and communication. Lean enterprise trained. Directed the activities of two direct reports. Resigned this position due to my spouse's promotion and subsequent relocation opportunity.

EMERGENCY ONE INC., Ocala, Florida 3-2006 to 12-2006
*Plant HR Manager - Human Resources, Safety and Medical
Manufacturer - Fire Rescue Vehicles*

Managed 18 direct reports for HR, Safety, and Medical. Achieved a 23% reduction in turnover through better, more transparent, hiring practices. Led the team that was successful in removing Hexavalent Chromium Cr(VI) from processes to surpass OSHA requirements. Served on, and was an influential member of, the President's daily advisory committee. Resigned this position due to my spouse's promotion and subsequent relocation opportunity

TEXTRON INC., Spencer, Tennessee 9-2004 to 3-2006

Plant HR Manager- Human Resources

Manufacturer - Fasteners

Assumed the responsibility of a position that had been vacant for 14 months. Managed all HR needs on three shifts. Senior HR advisor on the Corporate Service Center Initiative Team. Quickly established a positive rapport with plant floor employees, staff, and peers. Improved communications and visual management on the shop floor. Brought consistency and clarity in policies, practices, and procedures by establishing regularly scheduled policy reviews with plant leadership. Managed morale during times of company instability and uncertainty. Partnered with leadership colleagues to support Corporate's mission, goals, and objectives in this Lean Manufacturing environment. Implemented a compliance records clean-up and retention program. Responsible for replacing/filling Plant Manager and Plant Controller positions.

In addition, implemented an Hourly Performance review process; Submitted departmental budgets; Achieved 100 % on-time plant wide completion of PMPs; Conducted Talent Assessment (succession planning) for Plant Manager's direct reports; Completed Six Sigma Greenbelt training and led office Kaizen events; Participated in a Six Sigma Business Assessment (BAP) to establish plant performance goals via measurable objectives/metrics. Member of Plant EHS Committee and the Plant Steering Committee. Conducted weekly TS16949 layered audits per customer requirements and weekly HR Payroll Audits. Attended Production meetings. Oversaw on-site contract Security Personnel. Worked closely with Safety to establish and implement priorities. Hired, taught, counseled, coached, disciplined, and terminated as appropriate. Managed two HR direct reports. Resigned this position due to my spouse's promotion and subsequent relocation opportunity.

WELLMAN INC., Bay St. Louis, Mississippi 1-2002 to 1-2004

Plant HR Superintendent - Human Resources, Training and Security

Manufacturer – Plastics/PET resin

Member of the Corporate HR Executive Team.

Successfully achieved union avoidance. Negotiated contracts for new EAP provider and cafeteria vendor. Plant operated 24/7 with 2-12-hour shifts. Highly focused on safety in this plastics manufacturing facility. Seven direct reports. A sister facility of this organization closed, and my position was assigned to a colleague from the shuttering facility due to his greater tenure with the company.

AMERICAN LIMOUSINE, Van Buren, Arkansas 7-2000 to 10-2001

Director - Human Resources and Safety

Manufacturer - Limousines

This was a greenfield site for the HR Department

Built the entire HR infrastructure (i.e. policies, employee handbook, performance management process, and safety tracking). Developed a preventive maintenance schedule for equipment and tools. Guided plant leadership in hiring and termination decisions. Served as a member of Van Buren County Mayor's Executive Board. This plant closed its doors in 2001 following 9/11.

WHIRLPOOL CORPORATION INC. Fort Smith, Arkansas then Tulsa, Oklahoma,

Plant and Dist. Center

6-1998 to 3-2000

Sr. Administrator - Employment and Employee Relations

Manufacturer - Appliances

Hired for Ft. Smith, AR and then subsequently promoted to the Tulsa, OK facility. Primary focus was to foster positive relationships between labor and management while administering company policy, and to staff a 24/7 union manufacturing facility and product distribution center. Additionally: managed talent lifecycle; Collective Bargaining Agreement negotiations (2nd chair) and grievances; Medical Leaves; Federal, State and Local compliance; drug screening, unemployment hearings, new hire orientation, HRIS conversion to PeopleSoft. Supervised the Manpower Coordinator and Employment Clerk. Tasked to be the project lead on the implementation of a brand-new third shift (Set up and managed an off-site hiring facility. Trained managers to interview, hired nursing staff to conduct hair sampling, designed a new hire orientation program. Hired 700 employees in this extremely successful event.

Through my effective and untiring efforts, was promoted to Tulsa and given the opportunity to work in a non-union environment as the Sr. Administrator of Employment and Employee Relations where I oversaw 2nd, 3rd and weekend HR and Operations. Resigned my position in Tulsa to marry and move out of state.

RAYTHEON AIRCRAFT COMPANY, WICHITA, Kansas Corporate Headquarters

Multi-site organization (11 years) 3-1987 to 3-1998

Manufacturer - Aircraft (Private Use and Commercial) This was a union facility.

Due to a series of promotions, held three roles.

1st) Security- Shift Commander

2nd) Admin. - Management Development & Training

3rd) HR Generalist

After nearly three years in security I accepted a newly created HR position - Administrator - Management Development and Training. Conducted training on many subjects and managed the Executive Development Program. After proving my skills and adaptability, received additional responsibilities thus expanding my role into that of a Generalist. As the HR generalist, served as the HR contact for multiple company locations. Tapped to create and serve as the Chairman for the Community Events Planning Committee. Its underlying mission was to create a positive image in the community, but also achieved the harmonious joining of employees (union and non-union) and management, for several superior events. After being with Raytheon 11 years, they experienced a very deep layoff in which my position was impacted.

PROFESSIONAL CERTIFICATIONS: SPHR, SHRM-SCP (current)

EDUCATION: Wichita State University, Wichita, Kansas.

Associate degree completed - Bachelor's degree completed- Master's program started

PROFESSIONAL ASSOCIATIONS: SHRM, HRCI, IPMA (PSHRA)

MISC. TRAINING AND EXPERIENCE: Six Sigma DMAIC – Greenbelt, Lean, Internal investigations, Hotel, Hospital, Union Avoidance, Retail, Corrections, Airport/Airfield.

CHERYL L. COLTER
Certified Public Accountant (CPA)
Certified Public Finance Officer (CPFO)
Certified Internal Auditor (CIA)
Certified Fraud Examiner (CFE)

Independence, MO 64055

ColterCPA@aol.com

Home Phone: 816-673-1281

Cell Phone: 573-690-1819

PROFESSIONAL OBJECTIVE

Professional growth in the Jackson County Finance Department.

EXPERIENCE

Jackson County, Missouri, 415 E. 12th St., Kansas City, MO 64106

(2008 to Present)

Deputy Director of Accounting

Duties of this position:

- Prepare Annual Comprehensive Financial Reports (ACFRs) for Jackson County and the Jackson County, Missouri, Revised Pension Plan
- Test and implement Workday financial software
- Lead Request for Proposal (RFP) Committee for audit services
- Coordinate accounting training for the department
- Audit liaison/Implement audit recommendations
- Research and implement Governmental Accounting Standards Board (GASB) pronouncements
- Pension accounting

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COUNTY CLERK

- Supervise Accounts Payable, 1099 preparation, inter-departmental billings, and capital asset accounting
- Approve utility invoices, insurance invoices, outside agency invoices, and payroll withholdings for payment
- Prepare/approve journal entries, including year-end accruals
- Prepare or approve bank reconciliations for over 12 bank accounts
- Prepare State pension reports and Census Bureau surveys
- Respond to information requests, including Sunshine Law requests

City of Overland Park, Kansas, 8500 Santa Fe Drive, Overland Park, KS 66212
(2007 to 2008)

Supervisor, Finance and Accounting

Started in this newly created position when the 2006 Annual Comprehensive Financial Report (ACFR) development was in process and accepted responsibility for completing it prior to the annual audit. Other duties included:

- Procurement of a new audit firm one year ahead of schedule
- 2007 ACFR/Single Audit Coordination
- Audit liaison
- Bank Administrator
- Backup Purchasing Card Administrator
- Reconcile and monitor Capital Improvement Project (CIP) cash balances
- Supervise monthly investment purchasing, recording, and annual expanded powers reporting
- Train, monitor, coach, and evaluate four to five accountants
- Plan and coordinate cross-training of accounting duties

Missouri State Auditor's Office (SAO), P.O. Box 869, Jefferson City, MO 65102
(1988 to 2007)

Senior Auditor II

Began my professional career as an Audit Assistant with the State Auditor's Office and advanced through the various professional staff levels to Senior Auditor II.

- Draft audit plans, programs, and reports for performance/operational and financial audits of state agencies, state funds and programs, counties, cities, and villages
- Train, monitor, supervise, and evaluate up to five staff per audit
- Assess risk, evaluate internal controls based on the COSO control framework, and execute audit tests designed to detect waste, fraud, and abuse.
- Discuss audit issues with auditee personnel throughout the audit and conduct entrance and exit conferences with auditees, including appointed and elected officials
- Coordinate annual ACFR and Single Audit work to be completed by three audit crews at the Dept. of Social Services to comply with state and federal guidelines and deadlines

EDUCATION

Bachelor of Science in Business Administration

Functional Major: Accounting

University of Central Missouri, Warrensburg, MO 64093

Graduated Summa Cum Laude

SOFTWARE EXPERIENCE

JD Edwards Enterprise One, Mitchell Humphrey FMS, Workday, Microsoft Suite, and Adobe Acrobat