

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$8,958.00 from the undesignated fund balance of the 2018 Park Fund in acceptance of easement and processing fees from the City of Kansas City, Missouri, and authorizing the County Executive to execute an Acquisition Agreement and Permanent Sewer Easement in favor of the City of Kansas City.

ORDINANCE NO. 5068, January 3, 2018

INTRODUCED BY Tony Miller, County Legislator

WHEREAS, the City of Kansas City, Missouri (the "City") desires to realign and replace a failed section of existing sewer line within the Blue River Parkway, as part of its City Wide Sewer Infrastructure Rehabilitation Within Waterways project; and,

WHEREAS, the City has requested the execution of an Acquisition Agreement and Permanent Easement for this project; and,

WHEREAS, the requested easement is 434 feet by 80 feet, containing 0.8 acres, and will cause the closing of one hiking trail during the construction activities; and,

WHEREAS, the Director of Parks and Recreation has recommended that the County execute the attached Acquisition Agreement and Permanent Easement in favor of the City for this project; and,

WHEREAS, the City has agreed to pay the County easement and processing fees required by the County Code, totaling \$8,958.20; and,

WHEREAS, these funds are to be used for property acquisition and/or construction projects within the Parks Department; and,

WHEREAS, an appropriation is needed to place the funds in the appropriate spending account; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2018 Park Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Park Fund Construction Services			
003-9999	47020 – Sale of Fixed Assets	\$8,958	
003-2810	Undesignated Fund Balance		\$8,958
003-2810	Undesignated Fund Balance	\$8,958	
003-1608 and,	58060 – Other Improvements		\$8,958

BE IT FURTHER ORDAINED by the County Legislature of Jackson County, Missouri, that the attached Acquisition Agreement and Permanent Easement are hereby approved and that the County Executive is hereby authorized to execute on behalf of the County these Agreements and any other documents necessary to give effect to this Ordinance.

Effective Date: This Ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:



Chief Deputy County Counselor

County Counselor

I hereby certify that the attached Ordinance, Ordinance No. 5068 of January 3, 2018, was duly passed on _____, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absents _____

This Ordinance is hereby transmitted to the County Executive for his signature.

Date

Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No.5068.

Date


Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 003 2810
ACCOUNT TITLE: Park Fund
Undesignated Fund Balance
NOT TO EXCEED: \$8,958.00

12/27/17

Date



~~Director of Finance and Purchasing~~
Chief Administrative Officer

PERMANENT EASEMENT ACQUISITION AGREEMENT

This **AGREEMENT** made and entered into this ____ day of _____, 20____, by and between **Jackson County, Missouri** hereinafter referred to as **OWNER** and Kansas City, A Missouri Municipal Corporation, hereinafter called the **CITY**.

1. The Owner agrees to grant the City a Permanent Easement upon a tract of land described in the following document:

Permanent Easement S-1541 dated _____

2. The **CITY** agrees to the following: The City's contractor will provide a certificate of insurance naming Jackson County as an additional insured. Liability Insurance indemnifying Jackson County, Missouri will be required before construction can begin. Minimum amount of insurance shall be \$2 million per occurrence with a \$2 million aggregate naming Jackson County, Missouri as an **ADDITIONAL INSURED**.
3. Erosion Control measures will be installed prior to the work; including silt fencing and temporary seeding
4. Tree clearing will be completed by April 1 to avoid nesting season of the endangered Indiana Brow Bat per requirements of the Missouri Department of Natural resources and US Fish and Wildlife Service.
5. Tree stumps and debris shall be removed from the site.
6. The City's contractor will provide fencing and/or barriers around excavations left open overnight.
7. Restoration, season permitting, will include a permanent seeding and hay matting. Erosion control and restoration plans for the site will be provided to Jackson County in advance of the work.
8. The CITY agrees to pay Jackson County Parks + Rec \$6,957.76, (\$0.20 x 34,788.8 sf) and \$2,000.00 easement processing fee.

Jackson County, Missouri

(Sign)
Frank White, Jr.
County Executive

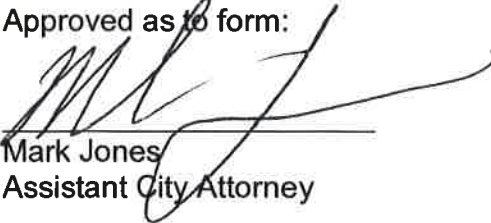
Approved as to form:

(Sign)
W. Stephen Nixon
County Counselor

CITY


Andy Shively
Special Assistant City Manager

Approved as to form:


Mark Jones
Assistant City Attorney

Project No. 81000756
City-wide sewer rehabilitation within waterways
Tract No. 13
Jackson County, Missouri
415 E. 12th
Kansas City, Missouri
64106

PERMANENT EASEMENT
FOR
WASTEWATER IMPROVEMENTS AND APPURTENANCES

That, **Jackson County, Missouri** hereafter called the **GRANTOR**, on this ____ day of _____, 20____, for and in consideration of \$1.00, the receipt of which is acknowledged, does grant, remise, release and forever Quit-Claim unto Kansas City, a Missouri Municipal Corporation, whose mailing address is:

Water Services Department
Systems Engineering
4800 E. 63rd Street
Kansas City, MO 64130
c/o Right-of-way Agent

and hereafter called the **GRANTEE**, a **Permanent Easement** for the location, construction, reconstruction, maintenance, and repair of wastewater improvements and any appurtenances thereto, over under and through the following described tract of land situated in Kansas City, Jackson County, Missouri, to-wit:

LEGAL DESCRIPTION ATTACHED AS EXHIBIT A

The **GRANTEE**, its agents, employees or independent contractors shall have the right to go upon the above described tract of land, for the purpose of constructing, maintaining, and repairing the wastewater improvements and appurtenances thereto, and shall upon completion of such construction, maintenance or repair, cause the land of the **GRANTOR** to be restored to substantially the same condition that existed prior to the **GRANTEE'S** entry upon it.

The **GRANTOR** herein agrees for itself and its heirs, successors or assigns, that the tract of land over which a permanent wastewater improvement easement is being granted shall be kept free from buildings or any other structures or obstructions (except grass, shrubs, fences, sidewalks, roadways, pavement or curbs) that would interfere with the **GRANTEE** in excavating upon said permanent easement for the purposes of laying, constructing, operating, maintaining or repairing storm water infrastructure and all appurtenances incidental thereto.

The **GRANTOR** herein also agree for itself and for its heirs, successors, or assigns, that the earth cover will not be increased without the written approval of the **GRANTEE'S** Director of Water Services.

These easements shall not be construed to prohibit the **GRANTOR** from developing any adjoining property or from the laying out, establishing and constructing of pavement, surfacing of roadways, curbing and gutters along, upon, over or across said easement or any portion thereof.

GRANTOR further states that it is lawfully seized of title to the land through which said easement is granted, and that it has good and lawful right to convey said easement to the **GRANTEE** herein.

Signature page to follow

APPROVED AS TO FORM

BY: _____

Frank White, Jr.
County Executive

BY: _____

W. Stephen Nixon
County Counselor

STATE OF _____)
) ss
COUNTY OF _____)

On this _____ day of _____, 20____ before me appeared **Frank White, Jr.**,
County Executive, Jackson County Missouri, who executed the foregoing instrument;
and acknowledged that he executed the same as a free act and deed and on behalf of
said County.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed my official seal, the
day and year last above written.

_____ (Sign)

_____ (Print)

My Commission expires _____

EXHIBIT A

OWNER: JACKSON COUNTY, MISSOURI

PERMANENT STANDARD SEWER EASEMENT

PROJECT: City-Wide Sewer Rehabilitation within Waterways

PARCEL ID NO. 65-600-03-15-00-0-00-000

A strip of land over a part of the Southwest Quarter of Section 9, Township 47, Range 33, in the City of Kansas City, Jackson County, Missouri, said strip being 80.00 feet wide, more particularly described as follows:

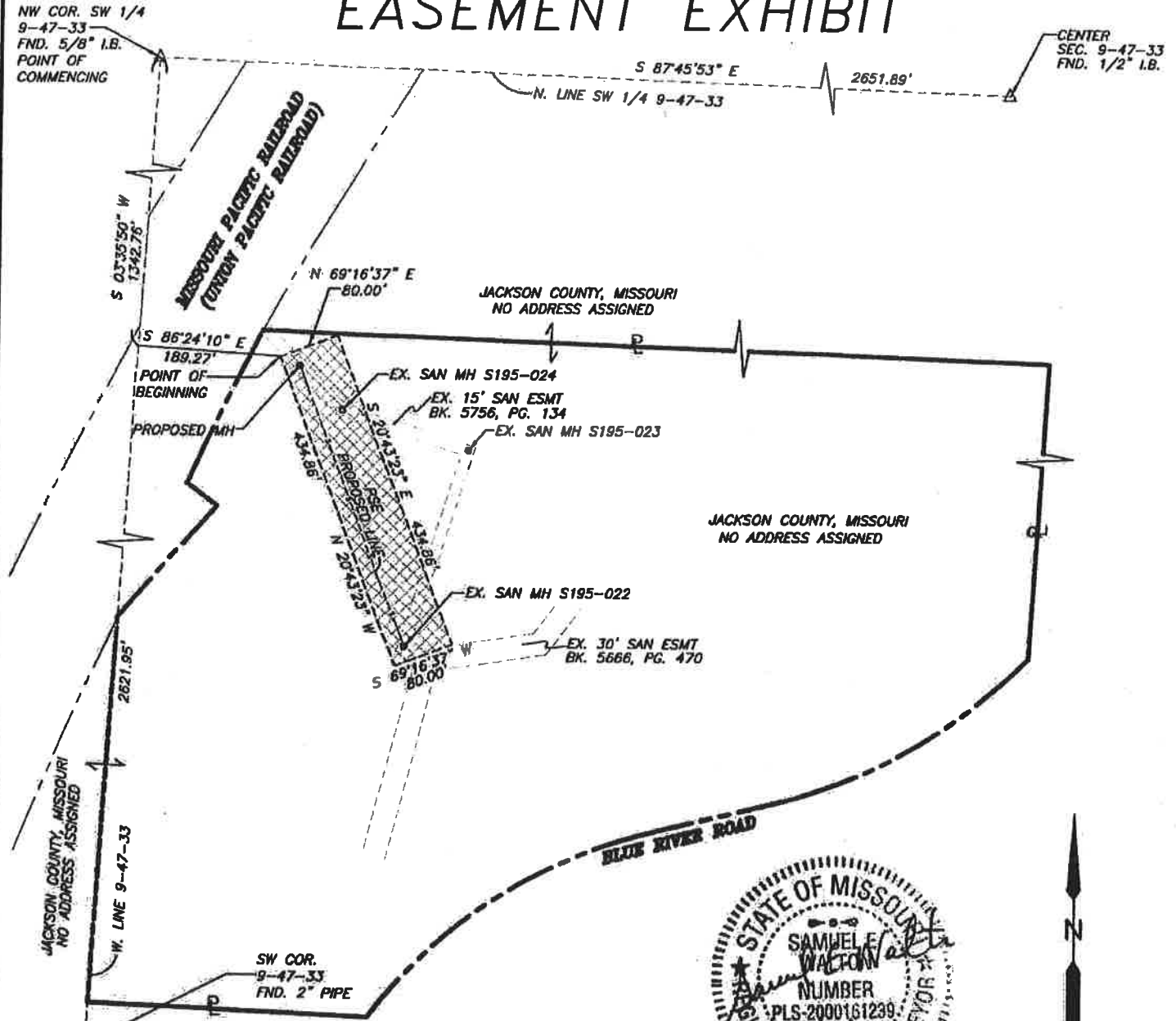
COMMENCING at the Northwest corner of the Southwest Quarter of said Section 9; thence South 03°35'50" West, along the West line of said Quarter Section, a distance of 1342.76 feet; thence South 86°24'10" East, departing said Section line, a distance of 189.27 feet, to the POINT OF BEGINNING; thence North 69°16'37" East, a distance of 80.00 feet; thence South 20°43'23" East, a distance of 434.86 feet; thence South 69°16'37" West, a distance of 80.00 feet; thence North 20°43'23" West, a distance of 434.86 feet, to the POINT OF BEGINNING, containing 34,788.8 square feet or 0.80 acres, more or less.

Samuel E. Walton

**SAMUEL E. WALTON
MO PLS NO. 2000161239**



EASEMENT EXHIBIT

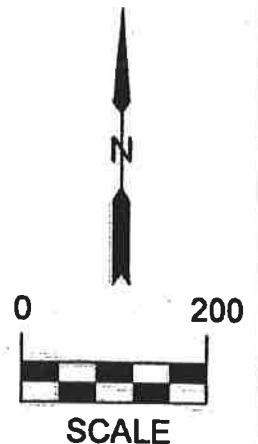


- NOTES:
1. BEARINGS SHOWN HEREON ARE BASED ON THE MISSOURI STATE PLANE COORDINATE SYSTEM, NAD 83 AND NAVD 88.
 2. THIS EXHIBIT HAS BEEN PREPARED FOR THE SOLE PURPOSE OF OBTAINING EASEMENTS OVER THE PROPERTY SHOWN HEREON.
 3. THIS EXHIBIT DOES NOT REPRESENT A BOUNDARY SURVEY.
 4. PROPERTY INFORMATION SHOWN HEREON TAKEN FROM INFORMATIONAL REPORT ORDER NO. 17019136 AS PREPARED BY COFFELT LAND TITLE, INC. WITH AN EFFECTIVE DATE OF 10/19/2017.

AREAS PARCEL 65-600-03-15	
TOTAL TRACT	SF
PERM. STANDARD SEWER ESMT.	34,788.8 SF
PERM. STORM DRAINAGE ESMT.	SF
TEMP. CONSTRUCTION EASEMENT	SF

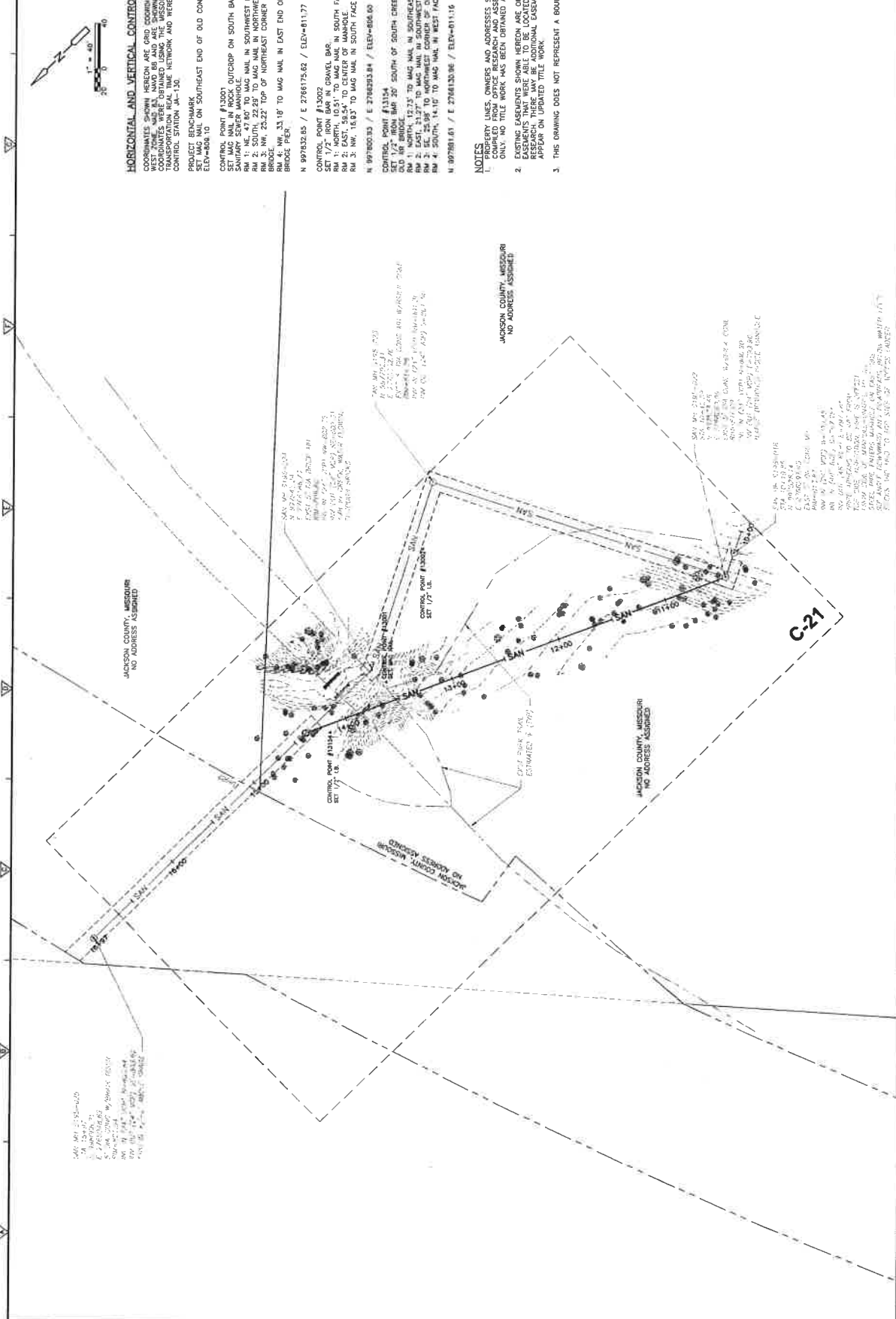
LEGEND:

- DENOTES PERMANENT STANDARD SEWER EASEMENT
- DENOTES PERMANENT STORM DRAINAGE EASEMENT
- DENOTES TEMPORARY CONSTRUCTION EASEMENT
- DENOTES PROPERTY LINE



TREKK
DESIGN GROUP, LLC

CITY OF KANSAS CITY, JACKSON COUNTY, MISSOURI
CITY-WIDE SEWER REHABILITATION WITHIN WATERWAYS
PROJECT NO. 81000756
JACKSON COUNTY, MISSOURI
PARCEL ID NO. 65-600-03-15-00-0-00-000
DATE: 10/31/2017



HORIZONTAL AND VERTICAL CONTROL SITE 13

COORDINATES SHOWN HEREON ARE GRID COORDINATES, MISSOURI STATE PLANE, WEST ZONE, ZONE 13, NAVD 88 AND ARE SHOWN IN U.S. SURVEY FEET. COORDINATES WERE OBTAINED USING THE MISSOURI DEPARTMENT OF TRANSPORTATION REAL TIME NETWORK AND WERE VERIFIED USING METRO CONTROL STATION JA-130.

PROJECT BENCHMARK
SET MAG NAIL ON SOUTHEAST END OF OLD CONCRETE BRIDGE PIER

ELEV=809.10
CONTROL POINT #13007
FEET NAD 83 IN ROCK

RM 1: NE, 47 80' TO MAG NAIL IN SOUTHWEST FACE OF 8" TREE.

RM 2: SOUTH, 22.29' TO MAG NAIL NORTHWEST FACE TO TREE
RM 3: NW, 23.22' TOP OF NORTHEAST CORNER OF CONCRETE PIER OF OLD
BRIDGE.
RM 4: NW, 33.10' TO MAG NAIL IN EAST END OF CONCRETE FOOTING OF OLD

NW 1/4: NW, 32 10 10 MAG NAIL IN EAST END OF CONCRETE FOOTING OF
 BRIDGE PIER.
 M 002812 85 / E 2766175 52 / S 101-811 77

N 89°52.05' / E 27°00'15.02' / ELEV=811.77'

RIM 1: NORTH, 10.51' TO
RIM 2: EAST, 59.54' TO C
RIM 3: NORTH, 25.03' TO MA

N 997800.83 / E 2768393.84 / ELEV=806.60

CONTROL POINT #13154
SET 1 1/2" IRON BAR 20' SOUTH OF SOUTH CREEK
N. 1/4, 10' E. 10' S. 10' E.

RM 1: NORTH, 12.73' TO MAG NAIL IN SOUTHEAST FACE 8" TREE.
RM 2: EAST, 23.27' TO MAG NAIL IN SOUTHWEST FACE 12" TREE.

RM 2: SL 2295 TO NORTHWEST CORNER OF
RM 4: SOUTH, 14.10' TO MAG NAIL IN WEST FA
M 007801.63 / E 0766120.00 / D 000000.00

011-864-9773 / 2629190 / 2 / 001-864-9773

NOTES

2. EXISTING EASEMENTS SHOWN HEREON ARE ONLY THOSE EASEMENTS THAT WERE ABLE TO BE LOCATED BY OFFICE RESEARCH. THERE MAY BE ADDITIONAL EASEMENTS THAT WOULD APPEAR ON UPDATED TITLE WORK.
3. THIS DRAWING DOES NOT REPRESENT A BOUNDARY SURVEY

3. THIS DRAWING DOES NOT REPRESENT A BOUNDARY SURVEY

JACKSON COUNTY, MISSOURI
NO ADDRESS ASSIGNED

JACKSON COUNTY, MISSOURI
NO ADDRESS ASSIGNED

JACKSON COUNTY, MISSOURI
SUN ANDREWS ASSOCIATES

C-21

[illegible]

5700000 6000000
 1000000 2000000
 3000000 4000000
 5000000 6000000
 7000000 8000000
 9000000 10000000
 11000000 12000000
 13000000 14000000
 15000000 16000000
 17000000 18000000
 19000000 20000000
 21000000 22000000
 23000000 24000000
 25000000 26000000
 27000000 28000000
 29000000 30000000
 31000000 32000000
 33000000 34000000
 35000000 36000000
 37000000 38000000
 39000000 40000000
 41000000 42000000
 43000000 44000000
 45000000 46000000
 47000000 48000000
 49000000 50000000
 51000000 52000000
 53000000 54000000
 55000000 56000000
 57000000 58000000
 59000000 60000000
 61000000 62000000
 63000000 64000000
 65000000 66000000
 67000000 68000000
 69000000 70000000
 71000000 72000000
 73000000 74000000
 75000000 76000000
 77000000 78000000
 79000000 80000000
 81000000 82000000
 83000000 84000000
 85000000 86000000
 87000000 88000000
 89000000 90000000
 91000000 92000000
 93000000 94000000
 95000000 96000000
 97000000 98000000
 99000000 100000000

-AN. MH. 178. 225
 N. 50/72. 31
 E. 100/100. 16
 F. 100/100. 16

[illegible][illegible]

CITY OF KANSAS CITY, MISSOURI
SMART SEWER
CITY WIDE SEWER INFRASTRUCTURE
REHABILITATION WITHIN WATERWAYS

**CDM
Smith**

8300 Ward Parkway, Suite 228
Kansas City, MO 64114
Tel: (816) 444-4270

**KICK
CONSTRUCTION**

KANSAS CITY, MISSOURI

ORDERED BY M. MALLOY
 ORDERED BY S. ZETTER
 SHEET Ck'd BY J. HINDS
 CABLE Ck'd BY: _____
 ORDERED BY _____
 DATE SEPTEMBER 2012

REMARKS

[illegible]

SITE 13
OVERALL SITE PLAN

PROJECT NO. 258087-218725
 P/LC NAME: COO2STPL SITE-13

SHEET NO.

C-2

REF: ICMA9_ZZ4, CE
and moved by REEDER

Received 11 October 2004; accepted 22 October 2004; first published online 22 November 2004



PROJECT NO. 235047-141075	FILE NAME C:\P0101	SHEET NO.	FIGURE
CITY OF KANSAS CITY, MISSOURI	SMART SEWER	CITY WIDE SEWER INFRASTRUCTURE	REHABILITATION WITHIN WATERWAYS
KISSICK	CONSTRUCTION	KISSICK	CONSTRUCTION
CDM	SMITH	CDM	SMITH
DESIGNED BY M. MALLOZ	S. ZEDER	J. KINGS	J. KINGS
SHEET C14.0 OF 1	SHEET C14.0 OF 1	SHEET C14.0 OF 1	SHEET C14.0 OF 1
DATE: 01/11/2017	DATE: 01/11/2017	DATE: 01/11/2017	DATE: 01/11/2017
REVISIONS	REVISIONS	REVISIONS	REVISIONS
NO.	DATE	DRAWN	CHECKED

Requested Easement Location



REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5068

Sponsor(s): Tony Miller

Date: January 3, 2018

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Permanent Sewer Easement for the City of Kansas City in the Blue River Parkway</u></p>																			
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"><tr><td>Amount authorized by this legislation this fiscal year:</td><td>\$ 8,957.76</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>\$ 8,957.76</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;</td><td></td></tr><tr><td>FROM : 003-9999-47020 Park Fund – Sale of Fixed Assets</td><td>\$ 8,957.76</td></tr><tr><td>TO : 003-2810 Park Fund – Undesignated Fund Balance</td><td>\$8,957.76</td></tr><tr><td>FROM : 003-2810 Park Fund – Undesignated Fund Balance</td><td>\$8,957.76</td></tr><tr><td>TO : 1608-58060 - Park Fund – Maintenance & Operations and other improvements</td><td>\$8,957.76</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:	\$ 8,957.76	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$ 8,957.76	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		FROM : 003-9999-47020 Park Fund – Sale of Fixed Assets	\$ 8,957.76	TO : 003-2810 Park Fund – Undesignated Fund Balance	\$8,957.76	FROM : 003-2810 Park Fund – Undesignated Fund Balance	\$8,957.76	TO : 1608-58060 - Park Fund – Maintenance & Operations and other improvements	\$8,957.76
Amount authorized by this legislation this fiscal year:	\$ 8,957.76																			
Amount previously authorized this fiscal year:	\$																			
Total amount authorized after this legislative action:	\$ 8,957.76																			
Amount budgeted for this item * (including transfers):	\$																			
Source of funding (name of fund) and account code number;																				
FROM : 003-9999-47020 Park Fund – Sale of Fixed Assets	\$ 8,957.76																			
TO : 003-2810 Park Fund – Undesignated Fund Balance	\$8,957.76																			
FROM : 003-2810 Park Fund – Undesignated Fund Balance	\$8,957.76																			
TO : 1608-58060 - Park Fund – Maintenance & Operations and other improvements	\$8,957.76																			
PRIOR LEGISLATION	<p>Prior ordinances and (date): None Prior resolutions and (date): None</p>																			
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Bruce Wilke, Landscape Architect 503-4802</p>																			
REQUEST SUMMARY	<p>We are requesting that the County Executive be authorized to execute the attached Acquisition Agreement and Permanent Easement to allow the City of Kansas City to realign and replace a failed section of existing sewer line within the Blue River Parkway. The new line is being replaced as a part of the City Wide Sewer Infrastructure Rehabilitation Within Waterways project. The requested easement is 434 feet by 80 feet and contains 0.8 acres. One hiking trail will be closed during construction activities. Park staff understands the need for the project and has no objection to granting the easement. The City of Kansas City has agreed to pay the \$0.20/square foot Permanent Easement fee, (\$6,957.76) and the \$2,000.00 easement processing fee. We further request the fees from this action be accepted and appropriated into account 003-1608-58060.</p>																			
CLEARANCE	<p><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)</p>																			
ATTACHMENTS	<p>Permanent Easement Acquisition Agreement, Easement Documents Easement drawings, Location Map</p>																			

REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>if applicable</i>	Date:
	Division Manager:	Date:
	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:
003-1608-58060	Park Fund Construction Services and other improvements	\$8,957.76

- ☐ 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.

Funds sufficient for this appropriation are available from the source indicated below.

ORD # 5068

Budget Office 12/26/17

CITY OF FOUNTAINS
HEART OF THE NATION



KANSAS CITY
MISSOURI



smartsewer

INNOVATION & INFRASTRUCTURE TO LAST A LIFETIME

City of Kansas City, Missouri
11th floor, City Hall
414 East 12th Street
Kansas City, Missouri 64106

816-513-0304
Fax: 816-513-0226

DATE: December 21, 2017

TO: Bruce Wilke
Jackson County Parks and Recreation

FROM: Rachelle Lowe, Project Manager

SUBJECT: **KCMO Smart Sewers Program – City-Wide Sewer Infrastructure Rehabilitation within Waterways Design-Build Project**

The Smart Sewer Program (SSP) is undertaking a Design-Build project to reduce excessive inflow and infiltration by rehabilitating sewer infrastructure, including manholes and sewer pipes buried beneath or immediately adjacent to, or exposed in natural waterway channels. The sewer infrastructure is experiencing excessive inflow and infiltration due to the age of the infrastructure, close proximity to the streams, and damage from exposure.

Rehabilitation of sewer infrastructure will also include elements of stream stabilization, bank stabilization, sewer CIPP lining, manhole armament, realignment of sewers and manholes, and encasement of exposed sewer pipes to stabilize sewer infrastructure to protect against stream migration and hydrodynamic forces.

There are 15 sites that are being rehabilitated within the KCMO City limits. Site 13 is located near the Blue River on Jackson County Parks & Recreation property. MH S195-024 is located upstream and in the middle of a small tributary to the Blue River. The manhole and pipe at this location are exposed and in need of repair and rehabilitation. After reviewing several rehabilitation alternatives, the sewer is being realigned to remove the pipe and manholes from the waterway. A new pipe and manhole will be constructed within the requested easement. The existing pipe and manhole will be abandoned in place with flowable filled.

We are requesting the attached easement to facilitate construction and future maintenance. We understand and agree to the acquisition agreement attached.

Thanks,

Rachelle Lowe, Project Manager

memo

12/20/2017

cc: Leona Walton, Contract Administration
Contract File 1275

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the County Executive to execute an Agreement for Law Enforcement Services with certain cities and law enforcement agencies in Jackson County, related to the Jackson County Drug Task Force.

RESOLUTION NO.19683, January 3, 2018

INTRODUCED BY Dan Tarwater, III, County Legislator

WHEREAS, Chapter 93, Jackson County Code, 1984, provides that each year not less than 50 percent of the proceeds of the COMBAT tax shall be appropriated for the arrest, prosecution, and incarceration of those accused of drug-related offenses and/or violent crimes; and,

WHEREAS, pursuant to the most recent non-binding resolution of intent regarding COMBAT allocation adopted by the County Legislature, the Jackson County Drug Task Forces is recommended to receive, on an annual basis, a share equal to up to 9.5 percent of the projected COMBAT revenues; and,

WHEREAS, the Jackson County Drug Task Force recommends that the County Executive be authorized to execute an Agreement for Law Enforcement Services with the Cities of Blue Springs, Buckner, Grain Valley, Grandview, Greenwood, Independence, Lake Lotawana, Lake Tapawingo, Lee's Summit, Lone Jack, Oak Grove, Raytown, Sugar Creek, and the Missouri State Highway Patrol and the Jackson County Sheriff's Office; and,

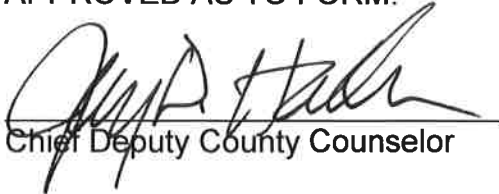
WHEREAS, this Agreement will set out the rights and responsibilities of each party participating in the Jackson County Drug Task Force, for a period to commence April 1, 2018, and continue for so long as the COMBAT tax is in effect; and,

WHEREAS, execution of this Agreement is in the best interest of the health, safety, and welfare of the citizens of Jackson County; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be, and hereby is, authorized to execute the attached Agreement for Law Enforcement Services with the cities and law enforcement agencies indicated above.

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

APPROVED AS TO FORM:



Chief Deputy County Counselor

County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19683 of January 3, 2018, was duly passed on _____, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature

AGREEMENT FOR LAW ENFORCEMENT SERVICES - JACKSON COUNTY DRUG TASK FORCE

This Agreement is made and entered into by and between signatories to this Agreement of the following parties:

Cities of Blue Springs, Buckner, Grain Valley, Grandview, Greenwood, Independence, Lake Lotawana, Lake Tapawingo, Lee's Summit, Lone Jack, Oak Grove, Raytown, and Sugar Creek, all of the State of Missouri; Missouri State Highway Patrol; and Jackson County, Missouri, including the Jackson County Sheriff's Office.

RECITALS

WHEREAS, the voters of Jackson County, Missouri, approved a County-wide sales tax known as the Community Backed Anti-Crime Tax ("COMBAT"), at the rate of one-quarter of one percent, to be used solely for the purpose of the arrest and prosecution, incarceration, treatment and prevention of drug related offenses and violent crimes; and the judicial processing of adult and juvenile violators of such offenses; and

WHEREAS, Chapter 93, Jackson County Code, provides that each year not less than 50% of the proceeds of the COMBAT tax shall be appropriated for the arrest, prosecution, and incarceration of those accused of drug related offenses and/or violent crimes; and

WHEREAS, pursuant to the most recent non-binding resolution of intent regarding COMBAT allocations adopted by the Jackson County Legislature, the Jackson County Drug Task Force is recommended to receive, on an annual basis, a share equal to up to 9.5% of projected COMBAT revenues; and

WHEREAS, Jackson County has contracted with political subdivisions located within Jackson County to carry out the goals and objectives of the COMBAT tax; and

WHEREAS, participation in the Drug Task Force by the parties is authorized by Section 70.220, RSMo, and Sections and 650.150 *et. seq.*, RSMo; and

WHEREAS, the parties to this Agreement have supported, and desire to continue to support, the JCDTF by providing to it necessary law enforcement resources; and

WHEREAS, it is the mutual desire and intent of the parties that the JCDTF retain its autonomy as a distinct law enforcement agency, made up of personnel and resources of the parties.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein, and in furtherance of the recitals set forth above, the respective parties do hereby agree as follows:

1. **Continuation.** The previously established multijurisdictional enforcement group — formed under Missouri's Intergovernmental Drug Laws Enforcement Act, and known as the Jackson County Drug Task Force — continues under this Agreement.

2. **Term.** This Agreement will commence on April 1, 2018 and continue for so long as the COMBAT tax is in effect, provided however, that any party may withdraw from this Agreement upon providing ninety (90) days' notice to all other parties, except as otherwise provided in Section 4. Withdrawal of any party will not affect the Agreement with respect to the remaining parties.
3. **Duties of JCDTF.** The primary duties of JCDTF consist of the following:
 - A. To conduct covert and overt investigations on individuals and organizations engaged in illegal drug related activities and violent crimes.
 - B. To establish liaison with local, state, and federal prosecutors to encourage vigorous prosecution of JCDTF investigations.
 - C. To establish liaison with local, state, and federal law enforcement agencies to better coordinate drug and violent crime investigations and related intelligence.
 - D. To disseminate information to and educate the public about drug crimes.
4. **Governance.**
 - A. Governance of the JCDTF shall be by a Board of Directors. Board membership is limited to the Chief Executive Peace Officers, or their designees, of the parties. The Board shall elect a Chair, Vice-Chair, and Secretary to serve for a term of one-year.
 - B. The Board shall meet on a regular basis to provide management guidance of the JCDTF.
 - C. Day-to-day management of the operations of the JCDTF shall be by the Officer-in-Charge, who shall report to the Board.
 - D. The Board shall have authority to adopt bylaws and to take all appropriate measures and actions to accomplish the duties of the JCDTF.
 - E. The fiscal year of the JCDTF shall be from January 1 to December 31.
 - F. If a signatory to this Agreement, other than Jackson County, Missouri, fails to attend at least one (1) Board meeting in any calendar year, then that signatory will automatically be withdrawn from the JCDTF as of January 1 of the calendar year immediately following the calendar year in which the signatory did not attend a Board meeting. Reentry by the signatory previously withdrawn requires approval of the Board and re-adoption of this Agreement by the signatory's governing body.
5. **Operational Considerations.** The parties agree that the following operational considerations shall prevail throughout the duration of this Agreement:

A. *Officer in charge.*

- i. Will have full tactical control of day-to-day operations in accordance with guidelines as established by the Board. He/she shall be selected by and report to the Board.
- ii. Will be responsible for narcotics related training of JCDTF members and will devise and implement appropriate training for the members.
- iii. Will be responsible for the approval of all officer expense (travel, meals, etc.) and monies expended by JCDTF members. He/she shall receive and document all such expenditures in accordance with the policies and procedures established by the Board, State and local laws.
- iv. Will be responsible for overtime/compensation time approval, timekeeping responsibilities and submission of member's time tabulations to their respective agencies in accordance with that agencies guidelines for appointment of an employee/personnel to JCDTF.
- v. Will be responsible for providing information to the Board related to JCDTF expenditures and activities on a regular basis.
- vi. Will have authority to discontinue an officer's assignment to the JCDTF for unsatisfactory performance.

B. *JCDTF officers.*

- i. Will be selected by the OIC with coordination and consent of the respective agency, after interviews, background investigations (when appropriate), and recommendations by the applicant's employing agency, provided that the Board shall resolve any disputes regarding the filling of vacancies or assignment of officers. The Board reserves the right to refuse an officer's potential appointment to JCDTF.
- ii. Will be full-time POST certified Peace Officers. They shall be solely directed and supervised by the OIC with respect to their JCDTF duties.
- iii. Will maintain compliance with the respective agency's policies and procedures as well as the policies and procedures of the JCDTF.
- iv. Will request annual leave to the OIC, who shall, when necessary, coordinate the request with their respective agency.

6. **Liabilities and Insurance.**

- A. Each party shall maintain workmen's compensation coverage for any employees loaned, assigned or appointed to JCDTF operations. Each party will be responsible for insuring its own property. No party will be responsible for accidents caused by someone who is not its employee.
- B. The parties understand and accept that employees/personnel appointed to JCDTF remain employees/personnel of their respective departments and that those departments agree to supply necessary equipment items, and to compensate their officer(s) for personal services rendered in support of task force operations in accordance with State and Federal law applicable to the situation and subject to the availability of appropriated funds. This compensation shall include, but is not limited to, cost of wages, overtime/compensation time, liability insurance, workmen's compensation, injury, death, and retirement benefits if any.

7. **Financial Matters.** Jackson County will be responsible for financial matters related to the JCDTF. The JCDTF budget shall be submitted to the Jackson County Executive for consideration and approval by the Jackson County Legislature in accordance with Jackson County regular budget approval process. JCDTF expenditures will be processed for payment through Jackson County and its Finance Department. Grant funding must be approved and accepted by Jackson County.

8. **General Provisions.**

- A. **Periodic Review.** The Board shall periodically review this Agreement, not less than once every five years, to determine whether amendments are necessary or advisable.
- B. **No 3rd Party Benefit.** The provisions of this Agreement shall not be deemed to create any third-party benefit hereunder for any member of the public or to authorize any one, not a party hereto, to maintain suit pursuant to the terms of this Agreement.
- C. **No Waiver of Sovereign Immunity.** All parties agree that nothing herein shall be construed as a waiver of any party's sovereign immunity as provided for Section 537.600 *et. seq.*, RSMo.
- D. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.
- E. **Supersedes Prior Agreement.** This Agreement supersedes all prior agreements between the parties concerning the JCDTF.

- F. **Authority to Sign.** Each party represents that the individual signing this Agreement on its behalf has the authority to do so.
- G. **Modifications.** Any modification of this Agreement requires written approval by all parties.

ATTEST:

CITY OF GRAIN VALLEY, MISSOURI:

Theresa Osenbaugh
City Clerk

By: _____
Mike Todd
Mayor
Date: _____

ATTEST:

CITY OF GREENWOOD, MISSOURI:

Dorothy Watkins
City Clerk

By: _____
Levi Weaver
Mayor
Date: _____

ATTEST:

**CITY OF LAKE LOTAWANA,
MISSOURI:**

Chris Hawkins
City Clerk

By: _____
Scott Miles
Mayor
Date: _____

ATTEST:

Shannon Carmack
City Clerk

CITY OF LONE JACK, MISSOURI:

By: _____
Doug Martin
Mayor
Date: _____

ATTEST:

Rick Childers
City Clerk

CITY OF BUCKNER, MISSOURI:

By: _____
Dan Hickson
Mayor
Date: _____

ATTEST:

Cathy Smith
City Clerk

CITY OF OAK GROVE, MISSOURI:

By: _____
Jeremy Martin
Mayor
Date: _____

ATTEST:

Jana Olivarez-Dickerson
City Clerk

CITY OF SUGAR CREEK, MISSOURI:

By: _____
Chris Soule
Chief of Police
Date: _____

ATTEST:

Sheryl Morgan
City Clerk

CITY OF BLUE SPRINGS, MISSOURI:

By: _____
Carson Ross
Mayor
Date: _____

ATTEST:

Becky Schimmel
City Clerk

CITY OF GRANDVIEW, MISSOURI:

By: _____
Leonard D. Jones, Jr.
Mayor
Date: _____

ATTEST:

Sarah Carnes-Lemp
City Clerk

CITY OF INDEPENDENCE, MISSOURI:

By: _____
Eileen Weir
Mayor

ATTEST:

Denise Chisum
City Clerk

CITY OF LEE'S SUMMIT, MISSOURI:

By: _____
Randy Rhoads
Mayor
Date: _____

ATTEST:

Theresa Hernry
City Clerk

CITY OF RAYTOWN, MISSOURI:

By: _____
Mike McDonough
Mayor
Date: _____

ATTEST:

Mary Jo Spino
Clerk of the Legislature

JACKSON COUNTY, MISSOURI:

By: _____
Frank White, Jr.
County Executive
Date: _____

ATTEST:

Mary Jo Spino
Clerk of the Legislature

**JACKSON COUNTY, MISSOURI
SHERIFF'S OFFICE:**

By: _____
Mike Sharp
Sheriff
Date: _____

MISSOURI STATE HIGHWAY PATROL:

By: _____
Colonel Sandra K. Karsten
Superintendent
Date: _____

REQUEST FOR LEGISLATIVE ACTION

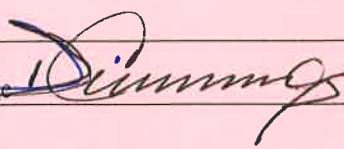
Completed by County Counselor's Office:

Resolution No.: 19683

Sponsor(s): Dan Tarwater III

Date: January 3, 2018

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing the County Executive to execute an Agreement for Law Enforcement Services with certain cities and law enforcement agencies in Jackson County, related to the Jackson County Drug Task Force.</u></p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="310 600 1187 915"><tr><td>Amount authorized by this legislation this fiscal year:</td><td>\$0.00</td></tr><tr><td>Amount previously authorized this fiscal year:</td><td>\$0.00</td></tr><tr><td>Total amount authorized after this legislative action:</td><td>\$0.00</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 / TO</td><td>FROM ACCT TO ACCT</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 checked="" 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:	\$0.00	Amount previously authorized this fiscal year:	\$0.00	Total amount authorized after this legislative action:	\$0.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT TO ACCT
Amount authorized by this legislation this fiscal year:	\$0.00										
Amount previously authorized this fiscal year:	\$0.00										
Total amount authorized after this legislative action:	\$0.00										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT TO ACCT										
PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Danny Cummings 816-655-3784</p>										
REQUEST SUMMARY	<p>Chapter 93, Jackson County Code, provides that each year not less than 50 percent of the proceeds of the COMBAT tax shall be appropriated for the arrest, prosecution, and incarceration of those accused of drug related offenses and /or violent crimes.</p> <p>Pursuant to the most recent non-binding resolution of intent regarding COMBAT allocations adopted by the Jackson County Legislature, the Jackson County Drug Task Force is recommended to receive, on an annual basis, a share equal to up to 9.5% of the projected COMBAT revenues.</p> <p>The Jackson County Drug Task Force recommends that the County Executive be authorized to execute an Agreement for Law Enforcement Services with the Cities of Blue Springs, Buckner, Grain Valley, Grandview, Greenwood, Independence, Lake Lotawana, Lake Tapawingo, Lee's Summit, Lone Jack, Oak Grove, Raytown, Sugar Creek, and the Missouri State Highway patrol and the Jackson County Sheriff's Office.</p> <p>This Agreement will set out the right and responsibilities of each party participating in the Jackson County Drug Task Force, for a period to commence April 1, 2018, and continue for so long as the COMBAT tax is in effect.</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	Agreement for Law Enforcement Services	
REVIEW	Department Director: Danny Cummings, JCDTF Officer in Charge 	Date: 12/19/17
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager:	Date:
	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:

- ☐ 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.

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the County Executive and the Prosecuting Attorney to execute an Agreement to Extend the Memorandum of Understanding with Local Union No. 42 of the International Association of Fire Fighters through January 31, 2018.

RESOLUTION NO. 19684, January 3, 2018

INTRODUCED BY Alfred Jordan, County Legislator

WHEREAS, by Resolution 18339, dated December 2, 2013, the Legislature did authorize the execution of a Memorandum of Understanding (MOU) with Local Union No. 42 of the International Association of Fire Fighters to govern the terms and conditions of employment of members of its bargaining unit within the Prosecuting Attorney's Office through December 31, 2017; and,

WHEREAS, the parties have undertaken negotiations on a successor MOU, but have not yet reached agreement; and,

WHEREAS, in view of the pending negotiations, and in anticipation of arriving at a successor MOU, the Legislature has determined that it is appropriate to extend the terms of the prior MOU, through January 31, 2018; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive and the Prosecuting Attorney be and hereby is authorized to execute an Agreement to Extend MOU with Local Union No. 42 of the International Association of Fire Fighters, for a period ending January 31, 2018, in a form to be approved by the County Counselor.

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

APPROVED AS TO FORM:


Chief Deputy County Counselor

County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19684 of January 3, 2018, was duly passed on _____, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION authorizing the Jackson County Legislature to hold a closed meeting on Wednesday, January 3, 2018, for the purpose of conducting privileged and confidential communications between itself and the Jackson County Counselor under section 610.021(1) of the Revised Statutes of Missouri, and closing all records prepared for discussion at said meeting.

RESOLUTION NO. 19685, January 3, 2018

INTRODUCED BY Scott Burnett, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Wednesday, January 3, 2018, during the regularly scheduled meeting of the Legislature; and,

WHEREAS, public notice of such closed meeting has been given by inclusion of this Resolution on the published agenda for said meeting; and,

WHEREAS, the purpose of such closed meeting is to conduct privileged and confidential communications between the Legislature and the Jackson County Counselor concerning the status of legal actions, causes of action, litigation, and/or the hiring, firing, disciplining, or promoting of particular employees; and,

WHEREAS, such closed meeting is allowable under section 610.021(1) of the Revised Statutes of Missouri; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Wednesday, January 3, 2018, pursuant to section 610.021(1), RSMo, and closing all records prepared in connection therewith.

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

APPROVED AS TO FORM:



Chief Deputy County Counselor

County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19685 of January 3, 2018, was duly passed on _____, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____

Nays _____

Abstaining _____

Absent _____

Date

Mary Jo Spino, Clerk of Legislature



FRANK WHITE, JR.

Jackson County Executive

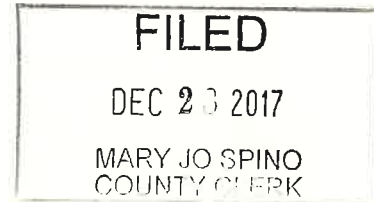
EXECUTIVE ORDER NO. 17-24

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

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

DATE: DECEMBER 28, 2017

RE: IMMEDIATE COST SAVING MEASURES



12/28/17 AS
3:15 pm

WHEREAS, Jackson County citizens deserve a county government that delivers services to the public both effectively and efficiently; and,

WHEREAS, the Jackson County Legislature's FY2018 budget fails to provide adequate funding to support the operations of the County; and,

WHEREAS, strong measures must be implemented to maintain the trust of the people of Jackson County and continue essential operations; and,

WHEREAS, restrictions on hiring, contractual agreements, and facility usage are necessary to help achieve the necessary savings; and,

WHEREAS, these restrictions should be implemented in a manner that promotes true cost reductions, encourages prudent fiscal management, protects the health, safety, and welfare of the County, and allows the County to adequately and properly serve the People of Jackson County,

NOW THEREFORE, IT IS HEREBY DIRECTED AND ORDERED:

- I. Definition. For purposes of this Executive Order, "county department" shall be defined as any County department, office, or agency, with the exception of the Circuit Court, Prosecuting Attorney, County Legislature, Public Administrator or Sheriff and their respective offices and staff.

- II. Hiring Freeze. County departments shall implement a hiring freeze, effective immediately. The terms of the hiring freeze shall be as follows:
- A. County departments shall not commence any new hiring processes during the pendency of this hiring freeze.
 - B. County departments shall terminate all ongoing hiring processes that have not yet resulted in a formal offer of employment being extended to a candidate.
 - C. County departments may complete ongoing hiring processes that have been publicly posted on the County's website and have resulted in an offer of employment being extended to a candidate, if the candidate accepts the extended offer. If the candidate does not accept the extended offer, the county department that extended the offer shall terminate the hiring process for that position.
 - D. County departments shall retain any and all monies saved as a result from this hiring freeze. A county department shall not expend or otherwise disburse such retained monies, without the approval of the County's Chief Administrative Officer (CAO).
 - E. County departments shall track the positions that have remained vacant as a result of this hiring freeze, and shall also track the estimated savings that have resulted from these vacancies. County departments shall report these vacancies and estimated savings to the Director of Human Resources ("HR") upon request by HR.
 - F. This hiring freeze shall not apply to positions that provide services critical to life, health, or public safety, or that generate revenue. HR shall develop a list of such exempt positions in coordination with county departments. HR shall consider any county department's claim that a position not included on that list in fact provides services critical to life, health, or public safety, generates revenue, or is otherwise indispensable to essential agency operations. If HR concludes that the county department is correct, the relevant position shall be added to the exempted positions list and the hiring freeze shall not apply. The final determination of exempt positions shall be subject to the approval of the CAO.

- G. HR shall post an announcement of this hiring freeze on the County website (www.jacksongov.org).
 - H. For each county department, the obligations imposed by this Section shall expire on May 1, 2018, unless these obligations are extended by a subsequent Executive Order.
- III. Reduction in Contractual Expenditures. County departments shall not enter into any contractual or professional service agreements unless deemed essential by the Director of the Department and approved by the County's Chief Administrative Officer or his or her designee.
- IV. Optimization of Facilities. County departments shall optimize their use of county-owned and county-leased facilities, consistent with the provisions stated herein.
- A. County departments shall immediately conduct a review of their use of county-owned and county-leased space. This review shall evaluate at least the following:
 - 1. The county department's maximization of space per FTE.
 - 2. The county department's utilization of storage space, including whether maintenance of items being stored is necessary to the agencies' operations.
 - 3. The county department's degree of compliance with all statutes, regulations, and county codes governing the use of space.
 - B. Based upon the review required in Section IV(A), county departments shall take immediate steps to optimize the efficiency of county-owned and county-leased space, by eliminating or reducing space (consistent with satisfying business needs and controlling statutes, regulations, and County policies).
- V. I request that the Circuit Court, Prosecuting Attorney, County Legislature and Sheriff adopt similar policies that reduce County expenditures. County staff is directed to assist the above-mentioned officials and entities of county government in accomplishing these objectives as they may request.
- VI. This Executive Order is not intended to create, and does not create, any rights or benefits, whether substantive or procedural, or enforceable at law or in equity, against Jackson County or its agencies.

- VII. This Executive Order does not abrogate any collective bargaining agreement in effect on the date of filing.
- VIII. Except as otherwise provided herein, this Executive Order will remain in effect until January 1, 2019, unless superseded by a subsequent Executive Order or source of law.



Frank White, Jr., County Executive

Date: 12/28/17



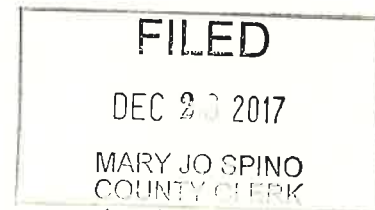
FRANK WHITE, JR.
Jackson County Executive
EXECUTIVE ORDER NO. 17-25

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

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

DATE: DECEMBER 28, 2017

RE: REORGANIZATION



12/28/17 2:22
3:15 pm

- A. Executive Order #17-20 is hereby rescinded.
- B. Pursuant to Section 11 of Article IV of the Jackson County Charter, there are established as members of the staff of the County Executive the following:

Chief Administrative Officer, Division of Internal Services and Taxation,
V. Edwin Stoll

Chief Operating Officer, Division of Operations and Public Safety, Gary
Panethiere

Chief of Staff, Caleb Clifford

Chief Economic Development Officer, Division of Economic Development,
Vacant

Chief of Health Services, Division of Health Services, Jaime Masters

as said positions may be amended, and together with such other staff positions as may be included in the County's annual budget.

Within these divisions are the following departments and offices:

Internal Services and Taxation - Chief Administrative Officer
Finance and Purchasing
Budget
Human Resources
Information Technology
Assessment

Collection
Recorder of Deeds

Operations and Public Safety - Chief Operating Officer

Parks + Rec
Public Works
 Planning and Zoning
 Environmental Health
 Facilities Management
 Rock Island Rail Corridor Authority
Corrections
 Office of Population Control
County Municipal Court

Liaison to:

 Prosecuting Attorney's Office
 Public Administrator's Office
 Sheriff's Office
 Circuit Court of Jackson County, Missouri

Chief of Staff

Communications

Liaison to:

 Jackson County Sports Complex Authority
 County Boards and Commissions not otherwise assigned

Health Services – Chief of Health Services

Office of Emergency Preparedness
Anti-Drug Sales Tax (COMBAT) Office
Liaison to:

 Drug Commission
 Medical Examiner's Office
 Jackson County Health Department
 Truman Medical Center
 Community Children's Services Fund Board of Trustees
 Community Mental Health Fund Board of Trustees
 Board of Services for the Developmentally Disabled

Division of Economic Development, – Chief Economic Development Officer

 Economic Development
 Government Relations

The director of each department shall organize and manage the department, subject to the coordination and supervision of the County Executive and the respective division chief, and shall appoint and assign functions and duties to such other officers, assistants, and employees as may be provided.

Division of Internal Services and Taxation

The Chief Administrative Officer shall aid the County Executive in the coordination and supervision of the Departments of Finance and Purchasing, Human Resources, Information Technology, Assessment, Collection and Recorder of Deeds and the Budget Office. The Chief Administrative Officer shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for those departments and for the County Treasurer, Budget Officer, Assessor, Collector, and Recorder of Deeds. The Chief Administrative Officer shall monitor County contractual services functions. The Chief Administrative Officer shall have all duties as are delegated by the County Executive and such other duties as may be required of that office by the County Charter and/or Code, including but not limited to, the powers and duties prescribed for the Budget Officer in articles III and VIII of the Charter; the Budget Manager in chapter 7 of the Code; for the Director of Revenue in chapter 8 of the Code; for the Director of Purchasing in chapters 10, 11, and 47 of the Code; for the Director of Personnel in chapters 7, 9, and 75 of the Code; for the Director of Revenue in chapter 44 of the Code; for the Managers of the Division of Finance and Division of Finance and Operations and Director of the Department of Finance in the Code and Personnel Rules; for the Manager of the Division of Administration in chapter 16 of the Code; for the Director of Assessment in chapter 20 of the Code; for the Collecting Authority in chapter 21 of the Code; for the Director of Revenue and Administration in chapter 41 of the Code; for the Director of Revenue in chapter 91 of the Code; and for the Director of Records in chapters 81 and 90 of the Code. The Chief Administrative Officer shall also have any other duties required of county officers appointed by the County Executive, with the exception of the County Counselor and Medical Examiner, not expressly assigned under this Executive Order.

The Director of Finance and Purchasing shall administer the Department of Finance and Purchasing, which shall include accounting and payroll functions. The Director shall act as purchasing agent and shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code.

The Budget Officer shall serve under the direction of the Director of Finance and Purchasing in the preparation and administration of the budget. The Budget Officer shall administer the Budget Office and shall have such other duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code.

The Director of Human Resources shall administer the Human Resources

Department and the merit system. The Director shall certify all additions, deletions, and changes in the payrolls of merit system employees and shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code.

The Director of Information Technology shall administer management information systems, which shall be responsible for coordinating, operating, and directing all of the County's computer and telecommunications functions. The Director shall also be responsible for coordinating and supervising a variety of geographic information systems (GIS) including data modeling, conversion, maintenance, quality assurance, documentation, and dissemination activities within the County and promote the use of GIS to other agencies and units of government. The Director shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and other such duties required of that office by the Code.

The Director of Assessment shall administer the provision of assessment tax rolls to political subdivisions and taxpayers for the levying of taxes and shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code, except those otherwise specifically delegated.

The Director of Collection (Collector) shall administer the collection of property taxes for all political jurisdictions. The Collector shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code.

The Recorder of Deeds shall have the duty of recording, reproducing, copying, storing, and indexing deeds, instruments, conveyances, and other documents required by the Laws or the Code to be kept and shall administer the Department of the Recorder of Deeds. The Recorder shall have such duties delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the Code.

The Chief Administrative Officer shall have the additional duties of serving as liaison to the Board of Equalization and supervising the Board of Equalization support staff.

Division of Operations and Public Safety

The Chief Operating Officer shall aid the County Executive in the coordination and supervision of the Departments of Parks + Rec, Public Works, and Corrections, and in the administration of the County Municipal Court. The Chief Operating Officer shall have all duties prescribed in the Constitution, Laws, Charter and Code for those departments and for the County Highway Engineer and County Surveyor. The Chief Operating Officer shall have all duties as are delegated to that office by the County Executive and such other duties as may be required of that office by the County Code, including, but not limited to,

the powers and duties prescribed for the Director of the Health Department in chapters 40, 44, 45, and 46 of the Code; for the Director of Public Works in chapters 10, 25, 28, 31, 32, 36, 43, 52, 53, 54, 81, 85, 240, 241, 243, and 247 of the Code; for the Department of Planning and Development in chapter 48 of the Code; for the Director of Planning and Zoning in chapters 32 and 81 of the Code; for the Director of the Solid Waste Management Program in chapter 30 of the Code; for the Director of Parks and Recreation in chapters 50 and 84 of the Code; for the Manager of the Division of Operations in chapter 16 of the Code; for the Manager of the Division of Administration in chapter 81 of the Code; for the Director of Corrections in chapter 80 of the Code; and for the County Municipal Court Administrator in chapter 18 of the Code.

The Director of Parks + Rec shall administer all County parks, lakes, marinas, and recreational facilities and programs and shall have such duties as are delegated to that office by the County Executive and the Chief Operating Officer and such other duties required of that office by the Code.

The Director of Public Works shall administer all County roads, highways, streets, sewers, bridges, and dams. The Director shall be responsible for the implementation, execution, and enforcement of the County's zoning code provisions and the plan for the development of the County. The Director shall have responsibility for the implementation, execution, and enforcement of building construction code provisions for the County. The Director shall have responsibility for the County's environmental health program. The Director shall direct the operation of all County buildings and grounds, with the exception of those in the County park system and Office of the Sheriff, and those dedicated to the sole use of the Circuit Court of Jackson County, and shall have such duties as are delegated to that office by the County Executive and the Chief Operating Officer and such other duties required of that office by the Code.

The Executive Director of the Rock Island Rail Corridor Authority shall report to the Director of Public Works. The Rock Island Rail Corridor Authority shall be responsible for the administration of the Rock Island Rail Corridor Authority and for overseeing the implementation and development of the Rock Island Rail Corridor as a multi-modal transit corridor that enhances transportation alternatives for Jackson County and the region, promotes healthy active transit options, and supports regional economic development through collaboration with other transit entities, municipalities, the private sector, and the community. The Executive Director shall have such duties delegated to that office by the County Executive and required of it by the Code.

The Director of Corrections shall administer the County detention center and other correctional institutions and shall have such duties as are delegated to that office by the County Executive and the Chief Operating Officer and such other duties required of that office by the Code. The Director of Corrections shall also be responsible for the Office of Population Control.

The County Municipal Court Administrator of the Jackson County Municipal Court

shall administer the operations of the Court and ensure compliance with all applicable provisions of the Laws and County Code. The County Municipal Court Administrator shall provide support services for judicial officers appointed to preside over the County Municipal Court and the lawyers assigned by the County Counselor to prosecute offenses before the Court, and the County Executive or the Executive's designee regarding the operations and administration of the County Municipal Court and its budget.

The Chief Operating Officer shall also serve as the administration's liaison to the Offices of the Sheriff, Public Administrator, and Prosecuting Attorney, and to the Circuit Court of Jackson County, Missouri.

Chief of Staff

The Chief of Staff shall aid the County Executive in the coordination and supervision of the Office of Communications. The Chief shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for the Communications Department. The Chief of Staff shall have such other duties as are delegated to that office by the County Executive.

The Director of Communications shall be responsible for all aspects of external and internal communications including, but not limited to, media, social media and internet, multi-media, and marketing. The Director shall have such duties delegated to that office by the County Executive and the Chief of Staff and such other duties required of that office by the Code.

The Chief of Staff shall serve as the administration's liaison to the Jackson County Sports Complex Authority, and to all other County boards and commissions not otherwise assigned in this Executive Order.

Chief of Health Services

The Chief of Health Services shall aid the County Executive in the coordination and supervision of the Office of Emergency Preparedness and the Anti-Drug Sales Tax (COMBAT) Office. The Chief of Health Services shall serve as the administration's liaison to the Office of the Medical Examiner, Truman Medical Center, Jackson County Health Department, Drug Commission, Community Children's Services Fund Board of Trustees, Community Mental Health Fund Board of Trustees, and the Board of Services for the Developmentally Disabled, and shall have such duties as are delegated to that office by the County Executive and such other duties required of that office by the Code.

The Director of Office of Emergency Preparedness shall administer the Office of Emergency Preparedness. The Director shall be responsible for preparing, planning, and recovery of emergency situations and homeland security initiatives within the County. The Director shall prepare for potential disasters that are either man-made or are caused by nature. The Director shall prepare appropriate emergency management plans, train the

various County agencies, and support response activities with other local jurisdictions, County agencies, the State of Missouri Emergency Management Agency, and Federal personnel, to ensure that the lives of the citizens of the County and their property are protected. The Director is responsible for developing an Emergency Operations Plan for annual state certification and for operating a functional Emergency Operations Center that is on-call 24 hours a day, 365 days a year.


Division of Economic Development

The Chief Economic Development Officer, shall aid the County Executive in the coordination and supervision of the Office of Economic Development and the Rock Island Rail Corridor Authority. The Chief shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for that office and authority, and such other duties as are delegated by the County Executive. The Chief shall have such other duties as may be required of that office by the County Charter and Code, including, but not limited to, the powers and duties prescribed for the Director of Economic Development in chapter 81 of the Code and such other duties as are delegated to that office by the County Executive including the managing and coordination of Transit-oriented Development and Transit Education throughout the community. The Chief shall also be responsible for the maintenance of all community, governmental, and business contracts and act as the governmental relations liaison between Jackson County and other governmental entities.

The Director of Economic Development shall administer the Office of Economic Development and shall be responsible for the promotion and support of regional economic development through collaboration with municipalities, regional development agencies, the private sector, and the community. The Director will engage with stakeholders regarding economic development policy and will support county initiatives designed to promote economic growth. The Director shall have such duties delegated to that office by the County Executive and the Chief of Staff and such other duties required of that office by the Code.



Frank White, Jr., County Executive



Dated



FRANK WHITE, JR.
Jackson County Executive

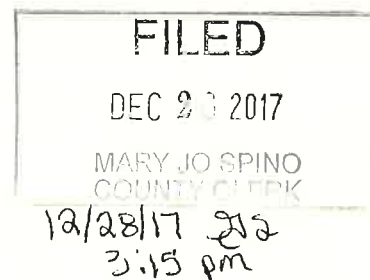
EXECUTIVE ORDER NO. 17-26

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

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

DATE: DECEMBER 28, 2017

**RE: APPOINTMENT OF ACTING CHIEF ECONOMIC DEVELOPMENT
OFFICER**



I hereby appoint Caleb Clifford as Acting Chief Economic Development Officer to serve until a permanent replacement is appointed. This Executive Order shall be effective immediately.


Frank White, Jr., County Executive

Dated: 12/28/17



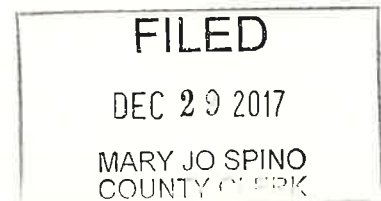
FRANK WHITE, JR.
Jackson County Executive
EXECUTIVE ORDER NO. 18-01

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

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

DATE: JANUARY 3, 2018

**RE: APPOINTMENTS AND REAPPOINTMENTS TO THE JACKSON
COUNTY BOARD OF SERVICES FOR THE DEVELOPMENTALLY
DISABLED - EITAS**



I hereby make the following appointments and reappointments to the Jackson County Board of Services for the Developmentally Disabled - EITAS:

Denise J. Talbert is appointed to a new term to expire December 31, 2019, occasioned by the expiration of the term of Paula Smith. Ms. Talbert's resume is attached.

George Mitchell, Jr., is appointed to a new term to expire December 31, 2020, occasioned by the expiration of the term of Betty Sue Tolliver Sharp. Mr. Mitchell's resume is attached.

Elizabeth A. Moran is appointed to a new term to expire December 31, 2020, occasioned by the expiration of the term of Russell Jones. Ms. Moran's resume is attached.

John Humphrey is reappointed for a new term to expire December 31, 2019.

Tammy Kemp is reappointed for a new term to expire December 31, 2020.



Frank White, Jr., County Executive

Date: 12/28/17



Denise J. Talbert

Partner

Kansas City

dtalbert@shb.com

Direct: 816.559.2057

Main: 816.474.6550

Fax: 816.421.5547

Industries

Pharmaceutical and Medical Device

Practices

Pharmaceutical and Medical Device Litigation,
Data and Discovery Strategies,
Product Liability,
Litigation

Denise has more than two decades of experience in cost-effective discovery management in complex litigation, including the preservation, collection, organization, review and production of documents. She works closely with clients to formulate efficient and effective approaches for meeting discovery obligations and navigating technological innovations. Denise has represented business interests in the chemical, communications, insurance, pharmaceutical, retail, tobacco and transportation industries.

As chair of the firm's Data and Discovery Strategies group, Denise oversees a team of approximately 50 attorneys, analysts, project managers and technology experts dedicated to efficiently managing litigation discovery obligations for Shook clients. The team has served as national eDiscovery counsel for a number of *Fortune* 500 companies in a variety of industries, including pharmaceutical, medical device and consumer-product manufacturing. As chair, Denise has also directed the evolution of the group's work beyond national eDiscovery counsel into significant roles supporting other firms' case teams in a wide variety of discovery circumstances.

Denise is actively involved in the eDiscovery legal community and dedicates a portion of her time to tracking relevant market and technology changes to better serve her clients. She has published materials on eDiscovery law and routinely offers related CLE presentations, and she is a member of The Sedona Conference Working Group on Electronic Document Retention and Production. As a member of The Sedona Conference eDiscovery Case Law Update Team, she regularly contributes case law summaries for publication by The Sedona Conference.

Before attending law school, Denise was a practicing accountant working in-house at multiple companies.

Publications

Denise J. Talbert & Mark Cowing, *Beware the Dangers of a "Hands-Off Approach" to Document Collections*, 21:2 RX for the Defense, May 2013.

Denise J. Talbert (co-author), *The Sedona Conference® Commentary on Ethics & Metadata* (Ronald J. Hedges & Denise J. Talbert eds., March 2012).

Sarah Croft, Denise J. Talbert & Mark Cowing, *E-discovery obligations in US product liability litigation*, *The In-House Lawyer*, December 2011/January 2012.

Denise Talbert, *The Importance of Being Transparent*, Pension Committee Revisited One Year Later: A Retrospective on the Impact of Judge Scheindlin's Influential Opinion (Legal Hold Pro 2011).

Denise Talbert & Christine Novak, *Strategies for a Coordinated Response to Rule 45 Third-Party Subpoenas*, Bloomberg Law Reports, April 26, 2010; selected for inclusion in Bloomberg Law Quarterly 2011.

Denise J. Talbert, John C. Vaglio & Marie S. Woodbury, *Chapter 28: E-Discovery-Practical Considerations*, Product Liability Litigation: Current Law, Strategies and Best Practices (PLI 2009)

Denise J. Talbert, *How a Single Critical Document Is Handled Can Turn a Trial*, Law.com, October 6, 2006.

Denise J. Talbert, *Experience Plus Infrastructure Equal Success*, Counsel to Counsel Magazine, November 2005.

Presentations

Minimizing the Burden of Privilege Logging in eDiscovery, National eDiscovery Leadership Institute (October 2017).

Panelist, *Managing Discovery Costs for In-House and Outside Counsel*, Outside Counsel Summit (June 2017).

Panelist, *Drafting Records Retention Policies: Best Practices to Maximize and Enhance Legal Compliance and Efficiency*, American Law Institute (June 2016).

Panelist, *21st Century Legal Paths*, University of Missouri-Kansas City (March 2016).

Panelist, *Attorney-Client Privilege: Update on the Law & Practical Strategies to Protect Clients' Rights*, The 5th Annual EDI Summit (October 2015).

Panelist, *Develop Talent and Prove the Value of Your Internal Litigation Support*, ILTACON (September 2015).

Panelist, *A Team Effort: Working Together to Manage the eDiscovery Process*, Women in eDiscovery (July 2015).

Panelist, *Look at Data Now: Test the Story and Linking the Critical Conversations*, University of Florida/EDRM Electronic Discovery for the Small and Medium Case Conference (March 2014).

Major Developments in E-Discovery, The Missouri Bar/Missouri Judicial Conference 2013 Annual Meeting (September 2013).

Panelist, *Commentary on Ethics & Metadata*, The Sedona Conference® Working Group on Electronic Document Retention and Production Webinar (August 2013).

eDiscovery: Practical Tips, University of Missouri School of Law (April 2013).

Panelist, *Traditional Analysis and Budgeting*, University of Florida/EDRM Electronic Discovery for the Small and Medium Case Conference (April 2013).

Going Native! A Fresh Look at Exchanging in Native Format, International Legal Technology Association (ITLA) Webinar (March 2013).

Requests for Production – Respond with Caution! How Responses to RFPs Can Greatly Reduce the Cost of Document Collection, Processing, Review and Production, SHB's Corporate Counsel Institute CLE (February 2013).

Panelist, *Determining the Scope of Preservation and Documentation and When Preservation is a Real Challenge*, Legal Hold Pro's 2012 Conference on Preservation Excellence (September 2012).

At the Intersection of Ethics and Technology and Predictive Coding: Losing the Spin; Finding Practical Uses, Onsite Client CLB (September 2012).

Faculty member, *Managing the Review Process and the Production of ESI*, Bryan University E-Discovery Project Management Program (May 2012 & July 2012).

View from the Bench/View from the Bar Panel, Trial Judge Education Committee's 2012 Advanced Trial Skills: Issues in Electronic Evidence (March 2012).

You Want What?, Shook, Hardy & Bacon's eDiscovery Collection from the Frontlines CLE (September 2011).

E-Discovery/ESI – Mistakes Made, Prices Paid, Lesson Learned and Advice for the Future, The Missouri Bar/Missouri Judicial Conference 2011 Annual Meeting (September 2011).

Pension Committee Revisited: Where Do We Go From Here?, Legal Hold Pro Webinar (March 2011).

KC Wired and Legal Implications: Cloud Computing, Metadata, Data Privacy and Social Media, Centurions Leadership Program of the Greater Kansas City Chamber of Commerce (January 2011).

Ethics and Metadata, The Sedona Conference Annual Meeting (October 2010).

Guest Speaker, University of Missouri School of Law E-Discovery Class (September 2010).

E-Discovery Roadmap – 2010 and Beyond, The Missouri Bar/Missouri Judicial Conference 2010 Annual Meeting (September 2010).

Considerations in Defending Corporate eDiscovery, Onsite Client CLE (April 2010)

Smart Search & Professional Responsibility in eDiscovery, Continuum Worldwide (March 2010)

Proven, But Sometimes Overlooked, Ways to Reduce eDiscovery Costs, Shook, Hardy & Bacon's Seventh Annual Corporate Counsel Institute (February 2010).

Deliberate Spoliation – What Is Fueling the Torch?: Managing preservation obligations at the workplace, Client Webinar (December 2009).

The New Face of Global Legal Services: An In-Depth Look at Legal Process Outsourcing and Related Ethical Considerations, Association of Corporate Counsel (October 2009).

School of Docs: An eDiscovery CLE, Onsite Client CLE (April 2009)

The Technology of eDiscovery, SHB eDiscovery Seminar (October 2008).

Following the Frolics and Detours of Opposing Counsel, Client eDiscovery Seminar (May 2008).

Legal Implications of eDiscovery, SHB eDiscovery Seminar (April 2008)

eDiscovery: After the Amendments, Onsite Client CLE (September 2007)

eDiscovery and Electronic Records Management for IT Directors, Records Managers & Corporate Counsel: Practical, Real-World Advice, SHB eDiscovery CLE (November 2006).

eDiscovery Amendments: So What Do We Do Now, SHB eDiscovery CLE (September 2006)

Bar Admissions

- Missouri

Education

- J.D., *magna cum laude*, University of Illinois College of Law, 1994
Order of the Coif
- B.A., *magna cum laude*, MidAmerica Nazarene University, 1987

Awards

- Sylvan Siegler Award for Excellence in Mentoring, Shook, Hardy & Bacon (2003)

Memberships

- The Sedona Conference, Working Group on Electronic Document Retention and Production

Community Involvement

- Center for Developmentally Disabled

Firm Committees

- Associates Committee
- Mentoring Task Force, Former Co-Chair

7621 Harvard
Raytown, MO 64138

George Mitchell, Jr.
G.Mitchell-Hj@sbeglobal.net

Home: (816) 673 - 1638
Cell: (816) 536 - 1939

Objective: To utilize my strengths to ensure patients receive quality psychiatric treatment by well-trained staff.

Relevant Experience

- Delivered quality case management services to 21 adult geriatric consumers
- Familiar with certification standards with The Joint Commission and Center of Medicaid and Medical Services
- Knowledgeable of Medicaid Waiver Compliance and Department of Mental Health Standards
- Collaborates often with multidisciplinary teams of professionals
- Generates written and verbal reports, timely submission of progress notes and treatment plans
- Trains case managers, direct care associates and supervisors on BLS, First Aid, Abuse & Neglect, Infection Prevention issues and Behavioral de-escalation techniques
- Performed abuse and neglect investigations crossing the life span for State of Missouri Department of Mental Health
- Conducted Strength-based consumer assessments, treatment planning and goal setting
- Conducted behavioral assessments on MRDD youth for the State of Missouri Department of Mental Health
- Educated families to help increase their knowledge and awareness of developmental disabilities and mental illness
- Assisted and developed training program that helps supports direct care staff, families and other community professionals about the effects of trauma.
- Supports consumers, families and team members in identifying solutions to complex situations and problems
- Mentors new employees to assist them in becoming familiar with facility policies and company expectations within their new positions
- Trains and familiar with Trauma Based training and its effects on human development.
- Experienced in leading multiple work teams in Performance Improvement projects using Six Sigma methodology.
- Performed various clinical skills within a hospital setting to include IV insertion, phlebotomy skills, and discharge teaching

Work History

Apr. 2016 – present	Quality Manager , Research Medical Center
Dec. 2014 – Apr. 2016	Quality Coordinator , Research Medical Center
Apr. 2008 – Dec. 2014	Training Coordinator , Crittenton Children's Center
Nov. 2006 – Apr. 2008	Behavioral Health Technician , Crittenton Children's Center
Aug. 2006 – Nov. 2006	Director of Services , Specialized Support Services, Inc
Sept. 2004 – Aug. 2006	Case Manager , Wyandot Center, Inc.
Apr. 2003 – Sept. 2004	Director of Services , Specialized Support Services, Inc.
Aug. 1999 – Apr. 2003	Behavior Intervention Technician , Missouri Department of Mental Health- MRDD Kirksville Regional Center

Education

Metropolitan Community College – Penn Valley **Associate Degree of Nursing** – May 2014

Class President: Jan. 2012 – Jan. 2013

Nursing Program Representative: Jan. 2013 – May 2014

Class Treasurer: Aug. 2013 – May 2014

Certifications/Training

STARR Trainer – current

BLS CPR/First Aid Trainer, AHA – current

Mandt Trainer – 1999 to 2015

Certified Critical Incident Stress Management (C.I.S.M.) – 2005

Strength-based Case Management – 2005

Certified Nurse's Aide – Kansas License number 167126

Diversity Trainer (Crittenton Children's Center, Saint Luke's Health System) – 2014

Lean Six Sigma Greenbelt, Johnson County Community College – 2011

Attachment, self-Regulation, and Competency (Trauma based) training - 2008

Community Involvement

Special Olympics coach and event coordinator (1993 – 1997)

First Baptist Church Raytown – Upward Flag Football Director (2004 – 2009)

City of Raytown, Parks and Recreation Board Member (2008 – current)

Licensed Behavioral Foster Parent with Missouri Division of Family Services

References

Linda Bowers, MA

Program Director

Chariton Valley Association, Inc.

(660) 341-1040

Danielle Foster, MA, MBA

Director of Quality and Risk Management

Belton Regional Medical Center

(816) 678-2599

Cynthia Benbow, LMSW

Director of Clinical Services

Research Psychiatric Center

(816) 235-8150

ELIZABETH A. MORAN, M.F.A., J.D.

ATTORNEY | LAW PROFESSOR | DISABILITIES ADVOCATE | PUBLIC POLICY COORDINATOR
EDUCATOR | TRAINER | PROBLEM SOLVER | TEAM BUILDER | DIRECTOR/CHOREOGRAPHER

EDUCATION

J.D.	May 2006	University of Missouri – Kansas City	Admitted: MO and KS
M.F.A.	May 1996	University of Colorado - Boulder, CO	Dance – Education Administration Emphasis
B.F.A.	May 1991	Avila University - Kansas City, MO	Musical Theatre, Dance Minor

SUMMARY OF QUALIFICATIONS

Creative and diverse **education, law, and performing arts professional**. Founder of disability rights organization, law professor, former Disability Rights Public Policy Coordinator, performing arts high school musical director/choreographer, and Director of two university dance programs. University leadership and teaching experience in law, faculty governance, and the performing arts for over 20 years. Dedicated to helping individuals with I/DD, their families, and their supports to navigate the legal, educational, and support services systems for nearly 30 years. Progressive experience across a broad range of legal, organization, and education systems and functions. Proven leadership qualities and ability to successfully coalesce diverse visions, skills, and factions to work toward common goals and initiatives. **Areas of expertise include:**

- Public Speaking/Presentations
- Verbal/written communication
- Team building and leadership
- Project Management
- Marketing communications
- Event design and management
- Strategic planning
- Disability Advocacy
- Intercultural, public, and business communication
- Public and client relations
- Academic research/analysis
- Academic program/course design
- Multiple project management
- Improving existing systems
- Integrity of work product
- Highly computer/internet literate
- Teaching/organization training

Exceptional communication, organization, and research skills. Extensive experience designing and conducting research projects for academic and organization venues, including outcome assessment techniques. Written, designed, and conducted over 30 university undergraduate and graduate level courses, workshops, CLE courses, and regional presentations. 30 years of teaching experience. Excellent teaching evaluations. Experienced with diverse audiences, intercultural, public, and business communication. Proficiency with new technologies, as well as extensive experience with audio-visual presentations. Committed to inter-departmental communication, development, and team building.

Professional appearance and bearing. Strong presence in individual and group setting. Committed to excellence in organization development, providing clients with passionate, expert representation. Timely and responsive. Committed to treating all people with respect and dignity. Steadfast with attention to integrity in work product, ethical practice, and professionalism. Dedicated to developing relationships based on trust, candor, and loyalty.

Culturally diverse. Actively involved in Big Brothers Big Sisters of Kansas City, mentoring youth in Kansas City's urban core through. Volunteer in diverse communities, including Ozanam, Harvesters, and the American Red Cross. Extensive international travel including, but not limited to, Europe, Mexico, and Scandinavia. Interracial and inclusive family upbringing, including family members of Cherokee, English, African American, and Irish descent.

Take charge of situations and accept responsibility. Extremely organized. Able to effectively manage multiple projects and diverse personalities concurrently. Accomplished team builder. Solid leader among peers and direct reports. Strong professional work ethic. Cooperative and independent. Press to meet organization's objectives.

Quick to ascertain and apply information. Analytical and resourceful. Strong ability to improve existing systems and procedures, or implement more effective ones. Attentive to detail and follow through. Computer literate: LexisNexis, Westlaw, and FastCase research data bases, MS Word, Excel, WordPerfect, Publisher, PowerPoint, and both PC and Apple-based systems. Internet research proficiency. Create pathways to solve problems. Careful attention to detail and follow through. An enthusiast of learning. Highly hard skills trainable.

EMPLOYMENT, UNIVERSITY, AND PROFESSIONAL TEACHING EXPERIENCE

Midwest Advocacy for Disability Rights <https://www.madr.org/> (Feb. 2017 – present) – **Founder/Director**

Designed and implemented new business plan, filings and financing. Responsible for ongoing fiscal management, marketing, sales, website, and communication. Directs planning, client meeting, delegation, and outsource/referrals. Provides legal expertise and advocacy in the following areas: Guardianship options & alternatives, long-term planning for supports and services, IEP meetings, transition planning, as well as custom training and workshops for conferences, service organizations, individuals with I/DD, their families, and supports.

University of Missouri at Kansas City – School of Law <http://law.umkc.edu> (Aug. 2010 to present) – **Adjunct Professor**

Co-instructor of course *Leadership in Disabilities Studies – A Multidisciplinary Approach* (Law 8815S). This graduate course explores disability and the respective influence on attitudes, policies, and practices toward a diversity of people with “disabilities” or people with disability diagnoses. The course provides an overview of the current federal and other statutes and the history of issues affecting individuals with disabilities (race, religion, ethnicity, socio-economic background, etc.) and provides individualized perspectives of persons with disabilities, the rationale for multidisciplinary approaches regarding disability, and opportunities for leadership development.

University of Missouri at Kansas City - Institute for Human Development (IHD) (Oct. 2008 – present) – **Consultant/Research Associate/Adjunct Professor/Lead Trainer**

Consultant and Co-instructor of graduate-level course *Life Span Issues in Developmental Disabilities* (SW5563). Program design/videographer/interviewer for online video resource library for Leadership in Disabilities Studies Certificate program. <http://www.umkc.edu/dsc/index.cfm> Team member of the *Safety First Initiative: Kansas City Collaborative to End Violence Against Women* (a collaborative effort between the IHD, MOCSA, and The Rose Brooks Center). Lead trainer/research associate and curriculum development for state-wide trainings on MO Guardianship, a collaborative effort between People 1st of Missouri, the IHD, and MO Protection and Advocacy.

Tara Performing Arts High School, Boulder, CO (1994-present) - Visiting Faculty: Dance/Choreographer

Dance Instructor/Choreographer returning to Boulder five times each year to conduct intensive weekend choreography sessions teaching students choreography for the all-school musical production in June each year. <http://www.tarahighschool.org/faculty>

Kansas Council on Developmental Disabilities (March 2015-Nov. 2016) – Public Policy Coordinator

Identified, developed, and coordinated the Council's activities relative to influencing state and federal policy associated with developmental disabilities. Analyzed and prepared the public policy related components of the 5-Year State Plan, revisions to the State Plan, and the Annual Program Performance Review Report, specifically in areas related to long-term planning, community inclusion, supported decision-making, guardianship, abuse, neglect, and exploitation of persons with intellectual and developmental disabilities (I/DD). Conducted State legislative education and advocacy activities, monitored legislative activities, attended hearings and committee meetings, arranged for testimony before legislative committees, determined the impact of legislation, drafting letters and position papers, recommended and secured sponsors for legislation and amendments, and worked with legislators, legislative staff, agencies, and other advocates. Worked closely with KCDD's Executive Director to give effective advice/decision-making aid in development and execution of KCDD policies, mission, and goals.

Stephen J. Moore, P.C. – Kansas City, MO (Sept. 2006 – Feb. 2015) - Associate Attorney

Focus: Contract Law, Land Use and Development Law, HOA Representation, Eminent Domain, Inverse Condemnation, General Property Law. Work with lead counsel to analyze, develop, and litigate cases, including research, preparation and organization of litigation documents, all aspects of discovery, analysis, document review, pre-trial motions, and trial preparations.

MO Developmental Disabilities Council – Jefferson City, MO (2008- 2015) – Lead Trainer

Lead trainer, research associate, and curriculum developer for ongoing state-wide trainings on MO Guardianship, a collaborative effort between People First of Missouri, UMKC's Institute for Human Development, MO P&A, and MO Department of Mental Health. Author, *MO Guardianship: Understanding Your Options & Alternatives*

MO Bar: Solo and Small Firm Conference – Conference Vice-Chair and CLE (Continuing Legal Education)

CLE Instructor <http://www.mobar.org/conferences/sarl-2014/elizabethmoran.htm> (2010-2014) – **CLE Topics:**

Complex Issues in Guardianship, Conservatorship & Special Needs Trusts, MO Guardianship: Understanding Your Options and Alternatives, Nuts & Bolts of Long-Term Planning with Disabilities, Do Your Clients Need A Long-Term Care Plan? It Depends! What your clients want to know...

The Barstow School - Kansas City, MO (2001-2006) - Administrative Assistant to Associate Head of School

While in law school, worked 75% position providing general administrative support, including coordination and implementation of parent, faculty, administration, and board of trustee activities.

Kansas State University - Manhattan, KS (1999-2001) - Director of Dance Program

Recruiting, advising, unit assessments, program and curriculum review/revision, teaching, development/implementation of unit facilities and use policies, design/implementation of unit calendar, guest artist contracts/negotiations, scheduling/conducting faculty, unit, and production meetings. Highly involved in university and departmental service activities, as well as professional development and university governance.

University of Northern Colorado – Greeley, CO (1996-1999) – Director of Dance Program/Assistant Professor, Director/Choreographer of Musical Theatre

ADDITIONAL EXPERIENCE, AFFILIATIONS AND SPECIAL INTERESTS

- **Kansas Leadership Center:** Framework designed to help leaders more effectively diagnose situations, manage themselves, intervene skillfully and energize others. Focus on empowering others to lead, providing an all-encompassing, from-the-ground-up package of support that positions community-based organizations with sustainable leadership development initiatives. Programs completed include: **Your Leadership Edge** (2016), **Lead For Change** (2016), **Teaching Leadership** (2016), **Building Community Leadership** (2015), and **You. Lead. Now.** (2015).
- **National Community of Practice's (CoP) Supporting Families of Individuals with Intellectual and Developmental Disabilities, Kansas State Lead** (in partnership with KDADS) (July-November 2016).
- **MO-WINGS (Mo Working Interdisciplinary Network of Guardianship Stakeholders, Legislative Drafting Subcommittee member** (2012-present): Statutory Reform Task Force for Probate Code on Guardianship in MO.
- **MO Bar Solo & Small Firm Practice Committee, Co-Vice Chair** (2010-2015).
- **MO Bar Solo & Small Firm Conference Planning Committee, Member** (2008 -2015).
- **Interdisciplinary Leadership Graduate Certificate in Disability Studies** (May 2008).
- **Legal Affiliations:** KS Bar, MO Bar, KCMBA, AWL-KC, Solo & Small Firm Practice Committee (MO).
- **Volunteer Work:** Big Brothers Big Sisters of Kansas City, Ozanam, Harvesters, and American Red Cross.

REFERENCES

Betsy Barricklow, Director
TARA Performing Arts High School
1800 Sumac Ave.
Boulder, CO 80304
#303.440.4510 | betsy@tarahighschool.org

William "Bill" Dittmeier, Chief Regional Attorney
(retired 5/2017)
United States Department of Education
Office of Civil Rights
#816.820.8606 | bdittmeier@doe.gov

Alexis N. Petri, EdD
Director of Interdisciplinary Training
UMKC Institute for Human Development
215 W. Pershing Road, 6th Floor
Kansas City, MO 64108
816.235.5872 | petri@umkc.edu

Michelle "Sheli" Reynolds, Ph.D.
Director of Individual Advocacy and Family Support
UMKC Institute for Human Development (IHD)
215 W. Pershing Road, 6th Floor
Kansas City, MO 64108
#816.235.1759 | reynoldsmc@umkc.edu

Dolores J. Sparks, Program Specialist II
Missouri Developmental Disabilities Council
1702 E. LaHarpe
Kirkville, MO 63501
#660.785.2314 | dsparks@moddcouncil.org

Chris A. Wendelbo, J.D., Partner
BW Law Group, LLC
6320 Brookside Plaza, Suite 182
Kansas City, Missouri 64113
913.730.6392 | chris@bwlawgrp.com



FRANK WHITE, JR.
Jackson County Executive

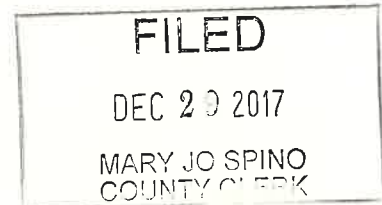
EXECUTIVE ORDER NO. 18-02

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

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

DATE: JANUARY 3, 2018

**RE: REAPPOINTMENT TO THE JACKSON COUNTY BOARD OF
EQUALIZATION**



I hereby make the following reappointment to the Jackson County Board of Equalization:

Marilyn M. Shapiro is reappointed for a new term to expire December 31, 2020.



Frank White, Jr., County Executive

Date: 12/28/17



FRANK WHITE, JR.
Jackson County Executive

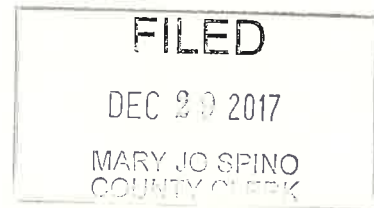
EXECUTIVE ORDER NO. 18-03

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

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

DATE: JANUARY 3, 2018

**RE: APPOINTMENT AND REAPPOINTMENT TO THE MERIT SYSTEM
COMMISSION**



I hereby make the following appointment and reappointment to the Jackson County Merit System Commission:

Michelle K. Dupin is appointed to a new term to expire December 31, 2021, to fill the vacancy occasioned by the expiration of the term of Steven C. Krueger. A copy of Ms. Dupin's resume is attached.

Virginia (Dee) Evans is reappointed for a term to expire December 31, 2021.




Frank White, Jr., County Executive

Date: 12/28/17

Michelle K. Dupin

15805 E 76th St
Kansas City, MO 64139

 816-213-5140
Mdupin24@gmail.com

SUMMARY OF QUALIFICATIONS

Accomplished executive assistant with 5 years of administrative experience reporting to a COO. Highly motivated and dependable professional skillful in corporate administration, inter departmental collaboration, problem solving, and process improvement. Detail oriented with superior communication and organizational skills and a high degree of professional integrity. Lead and manage projects that are time sensitive and critical to organization success. Committed to providing superior customer service to internal and external customers. Proficient user of MS Office (Word, Excel, PowerPoint and Outlook). Serve as an effective gatekeeper; prepare well-researched and accurate documents; manage busy calendars; and efficiently handle daily office tasks

PROFESSIONAL EXPERIENCE

Truman Medical Centers
Kansas City, MO

Executive Office Coordinator, Assistant to Chief Operating Officer, Lakewood February 2015 – Present

- Provides administrative support for the Chief Operating Officer
- Experience partnering with and supporting a high level executive, including as a confidante
- Acts as liaison and provides administrative technical skills and expertise to the COO, in the administration and coordination of all activities on the Executive Office.
Conducts research and prepares speeches, talking point tools and presentation materials for COO.
- Works independently on special nonrecurring and ongoing tasks/projects with little to no supervision. Acts as project manager for special projects at the request of the COO, which may include planning and coordinating multiple tasks and disseminating information.
- Compiles, develops, reports, and presents financial, statistical, and operational information utilizing database management, word processing, spreadsheet, and graphic presentation skills.
- Ensures information flow to and from the Executive Office. Types and designs general correspondence, memos, charts, tables, graphs, business plans, etc. Proofreads copy for spelling, grammar, and layout, making appropriate changes; responsible for accuracy and clarity of final copy.
- Uses considerable judgment in scheduling and organizing internal and external meetings. Prepares agendas, catering and audiovisual requirements, attends various meetings as recorder, and prepares and distributes minutes in a timely manner. Coordinates follow-up of tasks assigned during meeting.
- Arranges for meetings and appointments for COO and oversees executive support staff activities for executive office. Manages and processes travel arrangements by developing itineraries, agendas, and scheduling transportation and lodging in coordination with work calendars. Processes expense reports for payment.

Executive Assistant to the Chief Nursing Officer, Nursing Administration October 2011 – February 2015

- Provides administrative support to the CNO and Senior Level Management of Nursing Administration
- Receives and appropriately routes or responds to incoming visitors, calls and correspondence, answers inquiries, and/ takes messages or redirects for response as necessary
- Schedules and organizes internal and external meetings, including preparation of agendas, catering and audiovisual requirements
- Attends various meetings as minute recorder, prepares and distributes minutes in a timely manner. Coordinates follow-up of tasks assigned during meeting.
- Arranges for meetings and appointments and maintains calendars electronically; forecasts schedule conflicts, notifies and manages accordingly
- Manages mail, responds to correspondence and initiates correspondence; answers inquiries.
- Maintains and organizes budget information and accounts payable timely
- Processes expense reports for the department and books travel arrangements and prepares itineraries

- Works on special non-recurring and/or on-going projects at the request of the CNO with little to no supervision
- Prepares power point presentations, compiles and analysis data for reporting. Builds and manages Excel spreadsheets
- Maintains confidential reports and records
- Conference call and WebEx set-up
- Supervises Nursing Administrative Assistant personnel; hires, evaluates performance, provides operational direction, assigns workload

Lee's Summit R7 School District
Lee's Summit, MO

July 2005 – July 2011

Administrative Secretary to the Principal Lee's Summit North High School
Business Secretary, Lee's Summit High School

- Served as secretary to the principal and as facilitator for the school/public. Served in communicating information, problem solving, material acquisition, cash handling, record keeping, and supervised the high school secretarial staff.
- Typed, prepared distributed, and filed records / reports, correspondence and mailings that were related to building functions and principal needs.
- Served as confidential secretary to the principal
- Processed purchase orders for all departments and monitored budgets and distributed monthly balance accounts.

Travel and Transport
Overland Park, KS

June 2001 – January 2005

Supervisor, Travel Department On-Site for Black and Veatch

- Supervised a staff of corporate travel agents responsible for coordinating travel needs for onsite client. Provided guidance and assistance on complex and large travel requests. Performed as a liaison between department head of client and home travel office

ITravel
Overland Park, KS

January 1998 – March 2001

Manager of Client Services

- Managed and provided work direction to department staff. Ensured that customers were retained, satisfied, and that their needs were fulfilled. Responsible for designing and implementing improved process and operational policies. Recommended changes to products or services to fulfill customer needs.

EDUCATION

Associates in Arts, Metropolitan Community College, Lee's Summit, MO



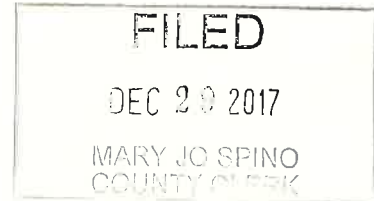
FRANK WHITE, JR.
Jackson County Executive
EXECUTIVE ORDER NO. 18-04

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

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

DATE: JANUARY 3, 2018

**RE: APPOINTMENT AND REAPPOINTMENTS TO THE DRUG
COMMISSION**



I hereby make the following appointment and reappointments to the Jackson County Drug Commission:

Larry Michael Beaty is appointed as a District 6 member for a term to expire December 31, 2021, to fill the vacancy occasioned by the resignation of Michelle Dupin. A copy of Mr. Beaty's resume is attached.

Lanna Ultican is reappointed to a new term to expire December 31, 2021.

Kelvin L. Walls, M.D., is reappointed to a new term to expire December 31, 2021.


Frank White, Jr., County Executive

Date: 12/28/17

Larry Michael Beaty

416 NW Greenview Court, Lees Summit, Mo 64064

Larrybeaty81@gmail.com

Home (816-503-6702) Cell (816-225-5102)

EXPERIENCE

40 years of experience working with individuals with drug and alcohol problems.

- Certified Reciprocal Advanced Drug and Alcohol Counselor (CRAADC)

Work Experience - Current

Keystone Treatment Facility -Canton, South Dakota

- Part-time Drug and Alcohol Educator (Once a week)

Midwest Recovery Center – Kansas City, Missouri

- Part-time Drug and Alcohol Educator (Once a month)

Previous Work Experience

Beaty Counseling Inc. – Director (1988-2010)

Responsible for providing treatment education for convicted felons with reported substance abuse problems and to provide accurate reporting for the Department of Correction Missouri Probation and Parole Officers in support of their clients, as well as numerous state court systems.

Clay County Drug Court under Judge Rex Gabert -Substance Abuse Counselor

Cedar Ridge Substance Abuse/Psychiatric Hospital -Substance Abuse Counselor

Baptist Hospital – Substance Abuse Counselor

Kansas City Community Center (KCCC)

Public Relations Director of Treatment for Federal Clients from the Leavenworth prison and Missouri Department of Corrections.

Fellowship House – Assistant Director

Department of Corrections – Correction Officer

SUMMARY

I've been clean and sober for 36 ½ years and remain grateful for community based recovery programs. I am a life-long resident of Jackson County and a Vietnam Veteran. My wife (Sheri and I) have been married for 32 years and have 5 children and 12 grandchildren. I understand the struggles that addiction creates for the individuals, their families and society in general. I am an advocate of prevention, intervention and treatment. I know firsthand what it is like to be homeless, unemployable and broken. My experience as a Corrections Officer with State and Federal prison and Court systems as well as my work in the Addictions Field fuels my passion for helping others to achieve their own well-being.

References

Judge Jim Tobin – work number 816-803-2829

James Witteman Attorney– 816-718-3994

Father Ernie Gauthier – 816-809-0077

Jamie Brann – 816-665-0616