

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19736

Sponsor(s): Alfred Jordan

Date: February 26, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Resolution authorizing the County Executive to enter into an Agreement with Helen Bass.</u></p>												
<p>BUDGET INFORMATION</p> <p><i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <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>\$12,000.00</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;</td><td></td></tr> <tr> <td><b>FROM</b> Grant Fund 010-4110-56790 Other Contractual Services</td><td><b>FROM ACCT</b> \$12,000.00</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:	\$0.00	Amount previously authorized this fiscal year:	\$0.00	Total amount authorized after this legislative action:	\$12,000.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		<b>FROM</b> Grant Fund 010-4110-56790 Other Contractual Services	<b>FROM ACCT</b> \$12,000.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): 4925, 11/30/16  Prior resolutions and (date): 19660, 11/28/17</p>												
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>												
REQUEST SUMMARY	<p>This resolution authorizes the County Executive to enter into an agreement with Helen Bass to serve as an advocate for crime victims and neighborhoods identified in the hot spot areas under the SMART Prosecution grant. Ms. Bass will provide assistance in organizing databases to ensure that all persons in need are being reached. Tasks include: organizing community events in areas of high violent crimes, assisting with creating a databased of crime victims, visiting with victims and neighborhoods affected by crime, and establishing trusting relationships with victims, community, and criminal justice system in an effort to support individuals affected by crime. Additionally, this position includes visitations, phone contact, accompanying victims to court proceedings, and some general administrative functions. This position will work in collaboration with KCPD.</p> <p>The amount of this agreement is \$12,000.00 and term is from <b>March 1, 2018-June 30, 2018</b> (monthly payments). Funding for this contract has been authorized through the SMART Prosecution grant.</p>												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												

ATTACHMENTS		
REVIEW	Department Director: <i>Clean Peters Baker</i>	Date: <i>2/7/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Sarah Mattheis</i>	Date: <i>2/8/18</i>
	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 # *4925*
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-4110-56790	SMART Prosecution Grant	\$12,000.00

- ☐ 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 for this expenditure were appropriated by Ord 4925

RES # 19736

Saul M. J. 2/8/18  
Budget Office

# HELEN J. BASS

816-721-3178 | basshelenjane@gmail.com  
9428 N. Cleveland Ave. Kansas City, MO 64156

## EDUCATION

### UNIVERSITY OF READING, ENGLAND 2016-2017

LLM/MSc in Law & Economics  
GPA: Distinction

### UNIVERSITY OF MISSOURI, 2012-2016

BA in Economics, Minor in Spanish  
Summa Cum Laude & University Honors  
GPA: 3.95

## VOLUNTEER & ACTIVITIES

### RIISING SUN ARTS CENTER, VOLUNTEER - FALL 2016-FALL 2017

Volunteered for community events including  
music performances and art workshops  
Reading, UK

### TIGERS ADVANCING POLITICAL PARTICIPATION (TAPP), MEMBER AND PRESIDENT - FALL 2014-SPRING 2016 (10 hrs/wk)

Collaborated with academics, student  
organizations, and community members to  
plan nonpartisan panels and debates;  
Organized regular voter registration

### UNIVERSITY OF READING SWIM TEAM (3 hrs/wk)

Practiced and competed with team

## EMPLOYMENT

### TEACHING ASSISTANT, PRINCIPLES OF MICROECONOMICS - 2015 (10 hrs/wk)

Promoted student learning through informal  
study sessions and formal exam-prep lectures;  
held regular office hours; proctored exams

### HEAD LIFEGUARD, GLADSTONE COMMUNITY CENTER - 2009-2014 (10 hrs/wk)

Supervised lifeguards; cleaned and supervised  
pool facilities; front-desk work

## FELLOWSHIP

### MARK TWAIN FELLOW 2016-2017

Awarded funding for 1 year postgraduate  
study abroad

## EXPERIENCE

### OFFICE OF MISSOURI SECRETARY OF STATE - SPRING 2016 - INTERN (40+ hrs/wk)

- o Assisted the Legislative Liaison in tracking legislation during the Missouri General Assembly session
- o Fulfilled clerical, reception and administrative duties in Capitol office
- o Authored policy briefs to be shared within and outside the SOS office
- o Maintained archive of legislative recordings

### OFFICE OF SENATOR CLAIRE MCCASKILL - SUMMER 2015 - INTERN (20 hrs/wk)

- o Connected constituents with federal caseworkers and resources
- o Fulfilled clerical duties
- o Shadowed federal liaisons in projects with local community leaders

### UNDERGRADUATE RESEARCH MENTORSHIP PROGRAM - 2014-2015

- o Received funding to complete a cross-cultural study under Dean Michael O'Brien of the University of Missouri A&S College
- o Developed a project on initiation rituals and political organization

### UNIVERSIDAD DE BUENOS AIRES AND U. DEL SALVADOR - SPRING 2014

- o Completed Argentinian university courses while living with a local host
- o Trained business professionals in conversational English
- o Volunteered at a university garden

### MISSOURI PREVENTION CENTER RESEARCH - FALL 2012-SPRING 2013

- o Organized data collection for postgraduate research project