



Municipal Officials Ethics Commission

Tentative Agenda

December 15, 2021

5:00 PM

City Hall Board Room

- 1. Call to Order**
- 2. Roll Call**
- 3. Approve the November 8, 2021 Meeting Minutes**
 - A. November 8, 2021 Minutes
- 4. Consideration of Joseph W. Vanover as legal counsel for Ethics Commission**
- 5. General Discussion of Conflicts of Interest**
- 6. Closed Session, pursuant to RSMo 610.021(1), for Confidential or Privileged Communications between a Public Governmental Body or its Representatives and its Attorneys**
- 7. Discussion of Timeline to Proceed**
- 8. Review and Discussion of Appointments to Fill Two Seats on Ethics Commission**
- 9. Other Business**
 - A. Meeting Dates for Upcoming Meetings
- 10. Adjourn**



Municipal Officials Ethics Commission

Minutes

Monday, November 8, 2021

6:00 PM

Board Room, City Hall

1. Call to Order

The meeting was called to order at 6:00 p.m. Roll was called by Bonnie Buckmaster, Public Works Assistant.

Members Present

Bryan Dehner, Chair
Gil Scott
Jerry Felker

A quorum of the Board was present

Bonnie Buckmaster, Public Works Assistant; Melissa McChesney, City Clerk; and Chris Williams, City Attorney were present on behalf of the City.

2. Oath of Office

City Clerk Melissa McChesney, administered the Oaths of Office to the Commissioners.

3. Overview of Chapter 107 Code of Ethics and Ethics Commission Role.

Chris Williams, City Attorney, gave an overview of Chapter 107 Code of Ethics, attached as Exhibit A and the Missouri Sunshine Law.

4. Vacancies on Commission and Appointment Issues

The Ethics Commission is made up of a five-member board. There are vacancies that the commission would like to fill. The Mayor appoints the Chair and the Board of Aldermen appoint the members. The Commission will request the Board of Aldermen to move forward with filling the Ward 1 and Ward 4 vacancies with the request added to the November 16th Board of Aldermen meeting agenda.

BRYAN DEHNER MOVED TO RECOMMEND THAT THE BOARD OF ALDERMEN MOVE TOWARD FILLING THE VACANCIES IN WARD 1 AND WARD 4; GIL SCOTT SECONDED. MOTION PASSED 3-0.

5. Complaint Regarding Mayor Nan Johnston

A. Acknowledge Receipt of Complaint

Chair Bryan Dehner, acknowledged the receipt of the complaint against Mayor Nan Johnston.

B. Establish Timeframe for Mayor's Response

Per Section 107.100 Municipal Officials Ethics Commission Code, Mayor Johnston shall be given at least 10 days to provide the Commission with such information as she deems appropriate to explain or justify the circumstances. Mayor Johnston was emailed the complaint on October 20, 2021. The Commission will request that the Mayor respond by Monday, November 22, 2021.

JERRY FELKER MOTIONED TO REQUEST THAT MAYOR NAN JOHNSTON RESPOND TO THE COMPLAINT BY THE END OF BUSINESS ON MONDAY, NOVEMBER 22, 2021; GIL SCOTT SECONDED. MOTION PASSED 3-0.

C. Request for Outside Counsel to Advise Commission

It was requested that due to the conflict of interest of the City attorney, the Commission was advised to seek outside counsel. The Board of Aldermen will be directed to obtain and provide the Commission with counsel.

GIL SCOTT MOTIONED TO REQUEST THAT THE BOARD OF ALDERMEN PROVIDE OUTSIDE COUNSEL TO THE ETHICS COMMISSION; JERRY FELKER SECONDED. MOTION PASSED 3-0.

6. Other Business

A. Timing for Next Meeting

The above requests to the Board of Aldermen will be added to the November 16th meeting agenda. Once the complaint response is received, vacancies have been filled, and counsel has been secured, the Commission will schedule the next meeting.

Meeting agendas are posted on the City website and are posted on the 2nd floor front window of City Hall at least 24 hours prior to meetings.

Any progress updates can be included during the Board of Aldermen meetings during the miscellaneous items from the board.

There were several citizens in the audience that had raised hands. Chair Dehner asked City Attorney Chris Williams, if the public could speak. Williams advised that due to not having outside legal counsel to advise it and the potential for questions regarding the pending complaint, it would be best to not allow public comment at this time.

7. Adjourn

JERRY FELKER MOVED TO ADJOURN AT 7:10 P.M.; GIL SCOTT SECONDED. MOTION PASSED 3-0.

The minutes for November 8, 2021, having been read and considered by the Community Land and Recreation Board, were approved on this the 15th day of December 2021.

Bonnie Buckmaster, Public Works Assistant

Approval date

Exhibit A
Ethics Commission Orientation
11/8/21

Chapter 107. Code of Ethics.

- City's Board of Aldermen adopted the City's Code of Ethics about 15 years ago.
- Found in Chapter 107 of the City's Code of Ordinances.
 - Copy of this chapter is in front of you.
- Section 107.030 provides that you are to receive orientation training. That is what we are doing tonight.
 - Overview of Chapter 107
 - Sunshine Law (Missouri Open Meetings and Records Act)

Section 107.010. Purpose and Applicability of Chapter; Declaration of Policy.

- Goals:
 - Officials and employees be independent, impartial and responsible to the people
 - Government decisions and policy be made in proper channels of governmental structure
 - Public office not be used for personal gain
 - Public have confidence in integrity of its government
- Applicability:
 - Code of Ethics established and applies to all officials and employees of the City, whether elected or appointed, paid or unpaid (includes Ethics Commissioners)
 - Code and Commission established in recognition of the goals
- Purpose:
 - Establish ethical standards of conduct for all official and employees by:
 - Setting forth acts or actions incompatible with best interests of City
 - Directing disclosure of private financial or other interests in matters affecting City

Section 107.020. Responsibilities of Public Office.

- Officials and employee's agents of public purpose and hold office for benefit of the public
- Bound to uphold Constitution of US and Missouri
 - Carry out impartially laws of the Nation, State, and City to foster respect for government
- Bound to observe in their **official** acts highest standards of morality, discharge faithfully duties of office regardless of personal considerations, recognizing the public interest must be primary concern
- Conduct in both official and private affairs **should** be above reproach

Section 107.040. Fair and Equal Treatment of Citizens; Use of City-owned Property.

- Canvassing of members of Board of Aldermen in order to obtain preferential consideration for employment by City disqualifies person for employment
- Officials and employees shall not request or permit use of City-owned vehicles, equipment, materials or property for personal convenience or profit except when:
 - Services are available to the public generally or
 - Provided as municipal policy for the use of official or employee in conduct of official business

Section 107.050. Conflicts of Interest.

- Must comply with state statutes on conflicts of interest; generally found in Chapter 105 RSMo.
 - Generally deals with matters involving direct financial benefit or gain to official, spouse or dependent children or entity he/she owns or controls
 - Official doing business with the City
- If have a "substantial or private interest" in any measure, bill, order or ordinance proposed or pending before the Board of Aldermen, must disclose it to the City Clerk to be recorded in minutes.
- "Substantial or private interest" is ownership by individual, spouse or dependent children of (same definition as in state statute):

- 10% or more of any business entity involved;
 - Interest with value of \$10,000 or more in the matter; or
 - Receipt of salary, gratuity, or other compensation of \$5,000 or more from any individual, partnership, organization or associate within any calendar year.
- Elected and appointed officials **should** avoid the appearance of impropriety by not engaging in conduct that appears to make their decisions influenced by other City officials rather than independently. As example, official **should**:
 - Avoid hiring another member of same board, commission, or committee as employee
 - Avoid being hired or retained as an employee by another City official
 - Rendering financial assistance to another City official
 - Providing another City official a gift or engaging any activity where the general public would believe the relationship would have the effect of influencing any decisions being made
 - If unsure whether situation results in conflict of interest, officials and employees encouraged to seek counsel from City Attorney prior to acting
 - Appearance of fairness and impartiality is as important as actual fairness and impartiality
 - When conflict **does** occur, following steps should be taken:
 - Must declare existence of conflict on the record and that will not participate in any discussion or action
 - Shall explain on the record what constitutes the specific conflict
 - Must step down from regular seat and leave the room
 - Should not speak with any other members during or prior to discussion of the issue at hand
 - Should not represent or speak on behalf of any interested party but may use a representative to convey position as a private citizen during discussion of issue
 - Must not discuss the issue privately with any other member voting on the matter

Section 107.060. Penalty and Other Sanctions.

- Violation of Code of Ordinances – fine of \$1 to \$100, imprisonment for up to 90 days, restitution, or any or all of these pursuant to Municipal court proceeding/action; penalty consistent with general penalty provisions for violating City Code.
- Administrative sanction – suspension, removal from office or employment or other disciplinary action by Board of Aldermen pursuant to City ordinances and State Statutes

- Elected official – removal from office by the Board of Aldermen pursuant to impeachment process in Section 79.240 RSMo.
- Ethics Commission determination – any complaint alleging violation of Code of Ethics shall first be submitted to Ethics Commission for a hearing and advisory determination before any court action by City prosecutor or disciplinary proceedings by Board of Aldermen

Section 107.070. Prohibited Activities After Leaving Municipal Service.

- Prohibition on certain elected and appointed officials and employees performing any service for compensation for 1 year after termination of office or employment by which attempting to influence a decision of the City
- Doesn't apply to compensation for performance of service in adversary proceeding of record or submitting any bid and participating in contract with the City for any goods or services which will be awarded to the lowest and best bidder

Section 107.080. Official Actions and Position.

- No member of a board, commission or committee either alone or with other members should engage in any act which could be viewed by general public as an official action unless the action was taken by motion or resolution
- No oral or written communications identifying conduct as the conduct of the board, commission or committee unless action taken by motion or resolution

Section 107.090. Preclusion of Use of Municipal Board, Commission or Committee Membership for a Political Purpose.

- If member of board, commission or committee participates in any activity on behalf of any candidate for public office in any municipal election where member identifies self as a member of that board, commission or committee as a part of the activity on behalf of such candidate, must affirmatively state that member's activities are in no way sanctioned or connected to the board, commission or committee on which member serves.

Section 107.100 Municipal Officials Ethics Commission.

- Ethics Commission created with power and duty to:
 - Render advisory opinions to Board of Aldermen in all ethics complaints

- Investigate and report on allegations of violations of the Code of Ethics and ordinance provisions regarding conflicts of interest and financial disclosure by officials and employees
- Commission may call upon City Attorney, City Administrator or other appropriate public official to assist in an investigation or may utilize outside counsel or staff if it is reasonable and necessary to properly complete its work
- Commission with concurrence of at least 3 members **may** issue advisory opinions upon written request by any member of Board of Aldermen, Mayor, or City Administrator.
- Commission with affirmative vote of at least 3 members, upon sworn complaint of any resident of the City or upon its own initiative, **may** investigate an alleged violation and issue an advisory opinion
 - Commission **shall** have the power to examine witnesses under oath or affirmation and can request persons necessary for its investigation to appear before it and produce any records or documents it believes relevant
- Commission **shall**, upon receiving sworn complaint or following its own affirmative vote to consider an investigation, notify the municipal official, in writing, of the nature of the complaint
- Municipal official shall be given at least 10 days to provide the Commission with such information as he/she deems appropriate to explain or justify the circumstances
- At request of municipal official or on its own initiative, Commission **shall** hold a hearing where municipal official can provide evidence and testimony and examine any other witness that testifies
- Thereafter, the Commission shall issue its advisory opinion, which can include the Commission's recommendations
- Municipal official has 5 business days to respond to the advisory opinion and recommendations; thereafter it is forwarded to Board of Aldermen

Section 107.110. Members; How Appointed; Qualifications and Removal.

- Commission consists of 5 members with 5 year terms
 - Mayor appoints chairperson
 - Board of Aldermen appoints 4 members, 1 from each Ward
- Commission members serve until successors are appointed

- If vacancy due to resignation or otherwise, successor serves for remainder of term
- Must be residents of City and serve without compensation; cannot hold any other public office or be candidate for office in the City
- May be removed from office by Board of Aldermen for cause, for violating the requirements just noted, refusal to serve or malfeasance in office

Section 107.130. Disclosure Reports.

Section 107.140. Filing of Reports.

- Deals with disclosure requirements for disclosing and filing reports if doing business with the City, ownership of businesses, etc., and filing of personal financial disclosure reports with City and Missouri Ethics Commission



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Appointed Boards, Commissions and Committees

Select the boards, commissions and committees in which you are interested in serving as a member:

☐ Board of Zoning Adjustment ☐ Community Land & Recreation Board
☐ Diversity & Inclusion Commission ☒ Ethics Commission
☐ Industrial Development Authority ☐ Planning & Zoning Commission
☐ Tax Increment Financing Commission (TIF)

Name: Abby Lackamp E-mail: abbylackamp@gmail.com

Home Address (required): 5940 Thousand Oaks Drive, Parkville, MO 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ☐ No *Applicants must be residents of Parkville.*

Phone (day): 8163041119 Phone (evening): _____ Email: abbylackamp@gmail.com

Current Employer: Parkinson's Foundation Title: Regional Director, Midwest and Great Plains Region

How did you learn about Parkville boards and commissions?

☒ Internet ☒ Community Group/Organization ☐ Mayor/Alderman ☐ Other

Why are you interested in serving on a Parkville board?

I have been a resident of Parkville for five years, and love this city. I believe its imperative to the health of the city to have citizen volunteers. In Chapter 107.010.

It states the need for the public to have confidence in the integrity of its government. I would like to be apart restoring that trust in Parkville, so that it may continue to be a vibrant community for all of our families and businesses.

Have you ever served on a Parkville board? ☐ Yes ☒ No
If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

I serve as the Social Director for the Thousand Oaks HOA, and as a member of Northland Progress, a nonpartisan group working to improve the Northland.

Return to: Parkville City Hall
8880 Clark Avenue
Parkville, Missouri 64153

*Please submit a resume or short biography
with your application.*

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

Applicant Signature: Abby Lackamp Date: 11/18/2021

Appointments to boards, committees and commissions are approved annually by the Board of Aldermen in May and terms vary depending on the board/commission. Applications are accepted throughout the year by the City Clerk. Appointments are made by the Mayor with the consent of the Board of Aldermen.

Abby LackKamp

abbylackkamp@gmail.com

5940 Thousand Oaks Drive, Parkville, MO 64152

Phone: (816) 304-1119

EDUCATION

Truman State University: *Bachelor of Science: History*

EMPLOYMENT

January 2020 - Current Regional Director of the Great Plains and Midwest Regions, Parkinson's Foundation

General Responsibilities

- Manage a team of ten staff over five chapters to revenue success.
- Utilize change management to help roll out a chapter and regional model structure at the Foundation
- Oversee a budget of \$5 million that is composed of peer-to-peer fundraising, special events, major and midlevel giving, planned giving, and foundational grants.
- Oversee the strategic planning for five chapters
- Build and support Chapter Advisory Boards in all five chapters
- Exceeded budget by 16% during the 2021 Fiscal Year

January 2016 - January 2020 Regional Director of Event Fundraising, March of Dimes National Office

General Responsibilities

- Work in strategic partnership with 15 markets, major and midsize to manage an events-based fundraising portfolio of \$12 million
- Member of a five person national fundraising team responsible for \$90 million in revenue
- Create a nation-wide strategic plan regarding stabilization and growth for core events
- Develop a cross functional plan to market and integrate mission investment opportunities into events
- Actively facilitate and participate in markets bi-annual strategy planning sessions as well as regularly scheduled coaching check-ins
- Coach Executive Directors and senior level development staff to influence donor strategies, pipelining, and upgrade strategies to drive revenue results
- Actively monitor benchmarks through weekly data analysis to deploy aggressive preemptive strategies when necessary
- Facilitate nationwide training around the best practices and core tactics of March for Babies, Signature Chefs Auction, Nurse of the Year, Run for Babies, testimonial events, and a newly deployed DIY portfolio, as well as the CRM style data management
- Create and facilitate trainings for revenue generating volunteers for special events and peer to peer fundraising nationwide

January 2013 – January 2016

Regional Director of Fundraising, March of Dimes- West Region

General Responsibilities

- Assisted seven state chapters to achieve overall revenue budget
- Responsible for creating and facilitating state-wide strategic planning sessions for March for Babies and Special Events (including galas, testimonials, and a biking event)
- Responsible for creating and facilitating mid-campaign strategy sessions
- Coach staff and monitor progress to event goal through bi-weekly one-on-ones with major markets
- Work directly with Volunteer Leadership including Event Chairs, Executive Leadership Teams and Board Members to achieve fundraising goals
- Fill critical staff vacancies as interim manager
- Facilitate National Trainings including Mastering the Basics of March for Babies, and the March for Babies National Chair training

General Responsibilities

- Responsible for an overall fundraising budget of \$1.75 million and seven March for Babies events
- Direct management of six to ten staff members
- Ensure appropriate budgeting and accounting for event
- Responsible for recruiting and activating the March for Babies Chair and Executive Leadership Team for Denver and Kansas City with a new revenue goal of \$150,000
- Manage cross-geographic teams and multi-state teams with a budget of \$600,000



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☐ Diversity & Inclusion Commission ☒ Ethics Commission
☐ Industrial Development Authority ☐ Planning & Zoning Commission
☐ Tax Increment Financing Commission (TIF)

Name: John Carter E-mail: cejec63@gmail.com

Home Address (required): 8650 NW Highway N, Kansas City, MO 64153

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ☐ No *Applicants must be residents of Parkville.*

Phone (day): 816-507-1943 Phone (evening): (816) 507-1943 Email: cejec63@gmail.com

Current Employer: Retired Title: _____

How did you learn about Parkville boards and commissions?

☐ Internet ☐ Community Group/Organization ☐ Mayor/Alderman ☒ Other

Why are you interested in serving on a Parkville board?

I want to be a representative for Ward 4.

Have you ever served on a Parkville board? ☐ Yes ☒ No

If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

No

Return to: Parkville City Hall *Please submit a resume or short biography*
8880 Clark Avenue *with your application.*
Parkville, Missouri 64152

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

Applicant Signature:  Date: 11/22/21

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Short Biography
Parkville Ethics Commission Application
11/22/21
John Carter, M.D.

I have been a resident of Parkville since early 2000s when the I-435 corridor was annexed into Parkville. I retired from the practice of medicine summer 2021.

MEDICAL EDUCATION:

University of Arizona
College of Medicine
Tucson, Arizona
M.D. completed May 1984

UNDERGRADUATE EDUCATION:

University of Arizona
College of Agriculture
Tucson, Arizona
B.S. Agriculture completed May 1980

HIGH SCHOOL EDUCATION:

Yuma High School
Yuma, Arizona
Diploma: May 1975



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___ Board of Zoning Adjustment ___ Community Land & Recreation Board
___ Diversity & Inclusion Commission ☒ Ethics Commission
___ Industrial Development Authority ___ Planning & Zoning Commission
___ Tax Increment Financing Commission (TIF)

Name: Michael Pearl E-mail: michaelpearl@rocketmail.cc

Home Address (required): 1308 Walnut St. Parkville MO. 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ___ No *Applicants must be residents of Parkville.*

Phone (day): 816308891 Phone (evening): _____ Email: michaelpearl@rocketmail.cc

Current Employer: Farmer/Grower Title: Owner

How did you learn about Parkville boards and commissions?

[] Internet [] Community Group/Organization ☒ Mayor/Alderman [] Other

Why are you interested in serving on a Parkville board?

Parkville

There seems to be an open position and its important that democracy with the context ou

Have you ever served on a Parkville board? ___ Yes ☒ No
If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

Platte County Univeristy of Missouri Extension, Council Member

Return to: Parkville City Hall *Please submit a resume or short biography*
 8880 Clark Avenue *with your application.*
 Parkville, Missouri 64153

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

Applicant Signature:  Date: 11/15/2021

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November 12, 2021

To: Alderman Tina Welch & Phil Wassmer

From: Sheryl Biermann

Re: Ethics Committee

This memo is to inform you that I have applied for the open position on the Ethics Committee for the City of Parkville.

I know the task before them is not an easy one. The ramifications of this committees upcoming decisions are not lost on me. It will be hard, and it will take level heads, people of integrity and individuals that have the best interests of all Parkville residents. There will be a large learning curve since this committee has not met since 2008 and the members are all new. But they need help, and I am here to offer my services, as someone who prides themselves in their integrity and will not compromise her values and convictions.

I have been very active in the Platte Landing Park issue, but I see that as totally separate from the most pressing issue facing the city, the conduct of its mayor. They are separate and have no conflict of interest. I will remove myself as an Administrator of 'Save the Charm' FB page. But I do not believe my contribution and involvement with the issues regarding our wonderful parks will interfere with my duties on the Ethics Committee. They are two very distinct and separate issues.

My hope is you will give me the opportunity to serve the community and be an unbiased member of this important committee. The city needs to earn back some of the trust it has lost, and I believe that I can help by you allowing me to be part of this important process.

Respectfully,

Sheryl Biermann



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___ Board of Zoning Adjustment ___ Community Land & Recreation Board
___ Diversity & Inclusion Commission ☒ Ethics Commission
___ Industrial Development Authority ___ Planning & Zoning Commission
___ Tax Increment Financing Commission (TIF)

Name: Sheryl Biermann E-mail: fbiermann@kc.rr.com

Home Address (required): 5310 NW Bluffs Way, Parkville, MO 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ___ No *Applicants must be residents of Parkville.*

Phone (day): 816-547-1585 Phone (evening): _____ Email: fbiermann@kc.rr.com

Current Employer: n/a Title: _____

How did you learn about Parkville boards and commissions?

☐ Internet ☒ Community Group/Organization ☐ Mayor/Alderman ☐ Other

Why are you interested in serving on a Parkville board?

Since moving to Parkville I have become very active in my community. I am an activist for what is best for all Parkville residents and have seen a need to have balanced voices serving to help Parkville reach it's full potential and want to contribute my talents.

Have you ever served on a Parkville board? ___ Yes ☒ No
If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

I am an administrator for a FB page called "Save Parkville Charm - Save Our Parks!"

Return to: Parkville City Hall *Please submit a resume or short biography with your application.*
8880 Clark Avenue
Parkville, Missouri 64153

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

Applicant Signature: Sheryl Biermann Date: 11-12-21

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Sheryl Biermann

5310 NW Bluffs Way, Parkville, MO 64152 | 816-255-3597h / 816-547-1585c | fbiermann@kc.rr.com

Professional Summary

- Skilled educator with 15 years of teaching experience in the Liberty Public Schools District.
- Specialized in Elementary Education K-6th.
- Certified AEA (Aquatics Exercise Association) Aquatics Fitness Professional Instructor| 1993-Current

Education

- **CERTIFICATION: DESE Elementary Education Certification Grade Levels 1 - 6**
- Bachelor of Arts, Business Administration/Management | 1984 | St. Leo University| Sigma Cum Laude
- Associates of Arts, Pasco-Hernando Community College | 1982
- Florida Bankers Association Supervisor's Academy, University of South Florida |1984

Professional Training

- American Board for the Excellence in Teaching, ABCTE Elementary Education Certification| 2015-2016
- CPR/AED American Heart Association Certification| 2015-Current
- Aquatic Fitness Professional, AEA Instructor Certification| 1993-Current

Community Services

- Director, The Bluffs Homeowners Association 2019-2020
- Director, Clay Woods Homeowners Association 2001-2007| 2013-2018
- President, Liberty High School Orchestra Booster 2009-2010| 2012-2013
- Missouri PTA Distinguished Service Award| Schumacher Elementary 2006| LMS 2008
- Chairman, School Advisory Council, Greenland Pines Elementary| 1995-1998
- President, Board of Directors, Mandarin Community Club, 1999| Director 1994-1998

Work Experience

CERTIFIED SUBSTITUTE TEACHER| LIBERTY PUBLIC SCHOOLS, LIBERTY, MO | 2003-2019

Substitute Teacher: Provides instructional support to teaching staff when there is a teacher absence. Following the teachers written plans for the classroom curriculum.

CERTIFIED AQUATIC INSTRUCTOR | LIBERTY COMMUNITY CENTER, LIBERTY, MO | 1999-2003

- Contract Instructor: Developed and lead classes in several types of water aerobics.

CERTIFIED AQUATIC INSTRUCTOR| JEWISH COMMUNITY CENTER, JACKSONVILLE, FL | 1995-1999

- Instructor: Developed and lead classes in several types of water aerobics.

MANAGER, CUSTOMER SERVICE, BANK AUTOMATION| BARNETT BANK (CURRENTLY BANK OF AMERICA) JACKSONVILLE, FL) | 1986-1988|

- Developed, implemented, and managed a customer service center in the Bank Automation Services Division. (Left the position to work for my new daughter.)

COMPUTER SECURITY ADMINISTRATOR | BARNETT BANK (CURRENTLY BANK OF AMERICA), JACKSONVILLE, FL | 1984-1986

- Installed and administered computer security software system for the Technologies division.

CUSTOMER SERVICE SUPERVISOR/ACCOUNTING CLERK II| BARNETT BANK OF PASCO COUNTY (CURRENTLY BANK OF AMERICA) NEW PORT RICHEY, FL | 1979-1984

- Supervisor of phone center, statement rendering and check processing department.
- Accounting Clerk in controller's office.



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Application for Appointed Boards, Commissions and Committees

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☐ Board of Zoning Adjustment	☐ Community Land & Recreation Board
☒ Diversity & Inclusion Commission	☒ Ethics Commission
☐ Industrial Development Authority	☐ Planning & Zoning Commission
☐ Tax Increment Financing Commission (TIF)	

Name: Dr. Vince Carlisle E-mail: vincent.j.carlisle1964@gmail.com

Home Address (required): 5306 NW Bluff Way, Parkville, MO 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ☐ No *Applicants must be residents of Parkville.*

Phone (day): 913-220-7293 Phone (evening): 734-4004 Email: vincent.j.carlisle1964@gmail.com

Current Employer: Department of the Army Title: Deputy Director CAPD

How did you learn about Parkville boards and commissions?

☒ Internet ☐ Community Group/Organization ☐ Mayor/Alderman ☐ Other

Why are you interested in serving on a Parkville board?

I have been advising graduate business students how best to incorporate diversity into their business proposals.

I believe I have the knowledge, skills, and attitude to serve meaningfully on a Parkville commission.

Have you ever served on a Parkville board? ☐ Yes ☒ No
If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

none

Return to: Parkville City Hall
8880 Clark Avenue
Parkville, Missouri 64153

*Please submit a resume or short biography
with your application.*

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

Applicant Signature: Vincent J Carlisle Date: 18 June 2021

Appointments to boards, committees and commissions are approved annually by the Board of Aldermen in May and terms vary depending on the board/commission. Applications are accepted throughout the year by the City Clerk. Appointments are made by the Mayor with the consent of the Board of Aldermen.

Dr. Vince Carlisle
5306 NW Bluff Way
Parkville, Missouri 64152
(913) 220-7293

PROFILE

Hands-on professional who offers progressive years of experience and verifiable achievements in program management, contractual maintenance, financial budgeting, and operations. Proficient and able to direct, delegate, and manage teams to meet organizational goals on time, and within budget often resulting in gained efficiencies and improved team member satisfaction. Equipped with an extensive background in strategic management, organizational development, and continuous process improvement. Proven ability to communicate and excel in diverse audiences developed over years of experience working in complex multinational environments. Skilled in the creation enduring relationships while maintaining high ethical and quality standards, professional demeanor and a cooperative attitude.

CURRENT POSITION

Deputy Director, Command Assessment Program, U.S. Army

MISSION COMMAND CENTER OF EXCELLENCE – FT LEAVENWORTH, KS

Leads a team to conduct a two-month, series of four-day assessments of all mid-career officers seeking command (the only path to general officer). The series of physical and cognitive assessments is designed to eliminate personal selection biases by the selection panel, to root out counterproductive leadership traits in the candidate population, and to ensure Army leadership best reflects America's diverse population. NOTE: This is a game changer for the Army and it is an exciting program to lead.

ACCOMPLISHMENTS DEMONSTRATING SUITABILITY TO SERVE ON PARKVILLE'S DIVERSITY & INCLUSION COMMISSION

- Served as a member of the Army University's Employee Engagement Work Group developing strategies to influence and motivate employees to support command program goals.
- Developed indicators and measures of effectiveness to assess training and education programs ensuring closure of the identified leader development gap.
- Managed the Combined Arms Center's annual conference budget of over a quarter million dollars. Established a working group to lead the formulation of objectives and priorities in order to meet an Army goal of reducing conference costs by ten percent with no impact to mission.
- Served as the command lead for the Training and Doctrine Command's Quality Assurance Office, Command Inspection Program. Developed an Internal Controls Program and served as the Organizational Inspection Coordinator for three separate organizations
- Managed one of the Army's first-order problems, *Shape the Security Environment*. Served as my command's representative in the Army futures program, writing policy and providing an annual written report and semiannual briefings to Headquarters Army on the development of a comprehensive instructional program and the fielding of new Army capabilities.
- Reduced manpower requirements to track training by streamlining the process. Removed redundancy of labor and responses by using an online training tracker.
- Maximized contract support by developing a needs determination strategy and performed qualitative and quantitative analysis of contract delivered products. Strategy revealed where risk

could be accepted to shift resource allocation to higher priority efforts without reduction in the overall outcome of the program.

- Completed Lean Six Sigma (LSS) green belt certification project; reducing time from request to conduct for organizational Knowledge Assessments by 300 percent.
- Exceeded the normal ten percent growth in community of practice online membership; three of the largest facilitated forums each grew over 25 percent; three of the smallest forums grew by over 5000 percent in a single year.

Select Senior Supervisor Comments

- Dr. Carlisle effectively marketed the value and capacity of the Army Learning Coordination Council (ALCC) as a governing body. He displayed infectious energy and built genuine enthusiasm for the ALCC.
- Vince is relied on by leaders and peers alike to provide sound advice and recommendations for solving complex problems within CAC; top 5% of all civilians with whom I have worked.
- His subject matter expertise and comprehensive analytic skills are routinely sought out by senior leaders. Calm in demeanor, but aggressive in accomplishing tough tasks.
- Ranked in the top 18% of all Fort Leavenworth Department of the Army Civilians at the GS13 equivalent level under the National Security Personal System.

REFERENCES

- **MR. ALLEN BORGARDTS, DEPUTY PROVOST, ARMY UNIVERSITY** e-mail: allen.bordardts@gmail.com; cell: (816) 739-3583
- **MR. HOWARD K. BREWINGTON, DEPUTY DIRECTOR, MISSION COMMAND CENTER OF EXCELLENCE** e-mail: howward.k.brewington3.civ@mail.mil; office phone: (913) 684-5105

PROFESSIONAL ORGANIZATIONS

Webster University – Associate Professor of Management and Leadership
Central Michigan University – Associate Professor of Leadership, Diversity and Inclusion
Adult Education Research Council – voting member

PROFESSIONAL DEVELOPMENT

Doctor of Philosophy in Adult, Occupational, and Continuing Education – *Understanding the Effects of Personal Responsibility and Environment on the Development of Self-Directed Learning.*

Kansas State University – 2016

Fundamentals of System Acquisition Management – Mar 2019

Developing Performance Attributes – Nov 2018

Senior Training and Education Managers Course – Apr 2018

Strategic Planning for Government Organizations – Graduate School, USA - Aug 2015

PUBLICATION HISTORY

Creating Powerful Minds: Army University Education Initiatives for Large-Scale Combat Operations, (September-October, 2018), Military Review, Army University Press
Written with COL Tom Bolen, Director, Strategic Policies and Plans

The Army Learning Coordination Council (ALCC) as a Change Catalyst: Exportable Educational Change Management for the 21st Century, (Anticipated publication date October-November, 2018), Journal of Military Learning, Army University Press
Written with COL Tom Bolen, Director, Strategic Policies and Plans

Look forward to hearing from you ² *Vince*



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Appointed Boards, Commissions and Committees

Select the boards, commissions and committees in which you are interested in serving as a member:

☐ Planning & Zoning Commission	☒ Board of Zoning Adjustment
☒ Ethics Commission	☐ Community Land & Recreation Board
☐ Industrial Development Authority	☐ Tax Increment Financing Commission (TIF)

Name: Corky McCaffrey E-mail: corkym007@gmail.com

Home Address (required): 200 East Street Parkville, Mo 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? ☒ Yes ☐ No Applicants must be residents of Parkville.

Phone (day): 816-505-4945 Phone (evening): 214-676-2407 Email: corkym007@gmail.com

Current Employer: Synergy Services Title: Community Engagement Coordinator

How did you learn about Parkville boards and commissions?

☒ Internet ☐ Community Group/Organization ☐ Mayor/Alderman ☐ Other

Why are you interested in serving on a Parkville board?

I love living and working in Parkville. I want to help build a better community.

Have you ever served on a Parkville board? ☐ Yes ☒ No

If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

University of Mo. Extension Council; Member representative of multiple chambers of commerce, Platte Co. EDC, and Clay Co. EDC

Return to: Parkville City Hall
8880 Clark Avenue
Parkville, Missouri 64153

*Please submit a resume or short biography
with your application.*

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

I read and understand the above statement:

Applicant Signature: _____

Date: 5-10-21

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Corky (Virginia L.) McCaffrey

200 East Street
Parkville, Missouri 64152

(214) 676-2407

CorkyM007@gmail.com

University of Missouri-Kansas City
BLA/History Minor

Oak Park High School

Synergy Services
May 2016-Present
Community Engagement Coordinator
May 2012-May 2016
Intake Counselor; Volunteer Coordinator; Development Associate

By Design
October 1985-October 1995
Owner/Designer

The O'Steen Companies
December 1978-October 1985
Director of Marketing/VP of Marketing