

## CHAPTER 6

# Executive Departments



Two men seated on water wheel at Maramec Iron Works,  
1911

*Gill Photograph Collection*



# Executive Departments

Government exists to serve, and a broad network of government organizations has been created to accomplish the purpose. The Missouri Constitution (Article II, Section 1) states: "The powers of government shall be divided into three distinct departments—the legislative, executive and judicial." This section also prohibits persons within each branch from exercising powers of the other branches. From these three branches spring the variety of organizations which deliver services of state government.

The many different names used by these groups—departments, divisions, agencies, boards, commissions, bureaus, units, sections, programs and others—can make it difficult to determine which area of government is responsible for certain services, and sorting out responsibilities or relationships within the governmental framework.

It is through the executive branch that the greatest proportion of state services are delivered. The Constitution (Article IV, Section 12) and the Reorganization Act of 1974 have established a number of "executive departments" to deal with specific areas of interest. A chart showing the present state departments is shown on the following page.

The Missouri Constitution provides for 16 specific departments: the Office of Administration and the departments of Agriculture, Conservation, Corrections, Economic Development, Elementary and Secondary Education, Health and Senior Services, Higher Education, Insurance, Financial Institutions and Professional Registration, Labor and Industrial Relations, Mental Health, Natural Resources, Public Safety, Revenue, Social Services and Transportation.

Within each executive department exists a variety of offices of varying size and scope which deal with specific services. Traditionally, "divisions" are the next-largest organizations within departments and function to bring together smaller-sized groups, such as "bureaus," "sections" or "units." Divisions may be governed by a "board" or "commission" composed of members who are either appointed by the governor, made members by law or appointed by a department official. State agencies may administer certain sections of state law as defined by the *Revised Statutes of Missouri*, may develop their own rules and regulations as promulgated in the Missouri Register and Code of State Regulations or may institute programs and policies which address the needs of their areas of service.

Generally speaking, the legislative and judicial branches rely on committees or other small, appointed groups to perform research, develop policy, provide advocacy services or handle administrative duties. In these two branches services are delivered through the offices of the elected officials themselves and not by related agencies.

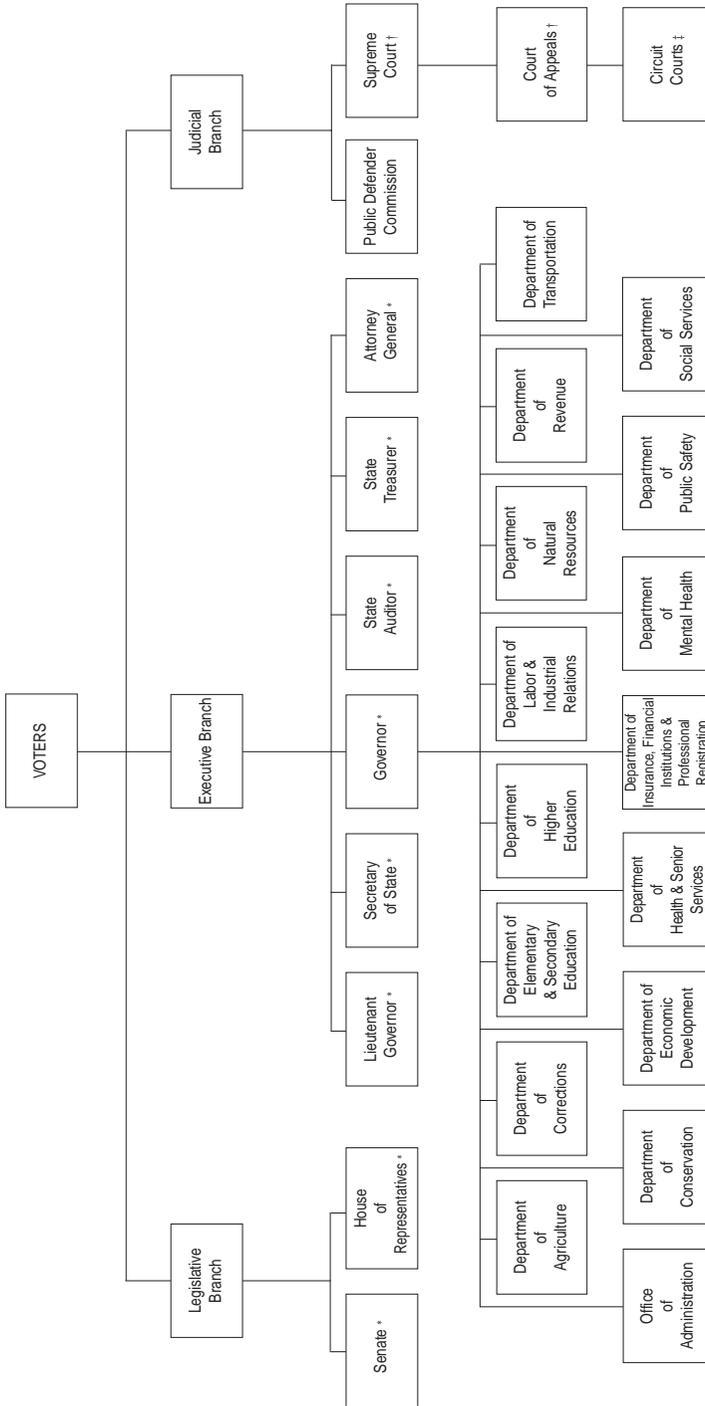
## The Missouri Constitution

Since achieving statehood and joining the union on August 10, 1821, Missouri has operated under four Constitutions. The first was adopted in 1820 and was presented to Congress before Missouri was allowed to enter the union of states. The state's second Constitution, born in the bitterness and strife of the Civil War, was drafted and adopted in 1865. It was replaced by a third Constitution only ten years later, in 1875. Missourians approved their current Constitution in 1945, and it has been amended a number of times in order to meet the changing needs of our state and its people.

The Constitution of the State of Missouri is

published by the Office of Secretary of State pursuant to the *Revised Statutes of Missouri* (RSMo 2.110). Copies of the Missouri Constitution, which also includes the text of the U.S. Constitution, are available without charge by contacting:

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\* Indicates elected offices  
 † Indicates appointed offices subject to public vote for retention

† Some circuit court judges are elected. Others are appointed under the Missouri Nonpartisan Plan. All are subject to public vote for retention.



# Office of Administration

State Capitol, Room 125  
PO Box 809, Jefferson City 65102  
Telephone: (573) 751-1851 / FAX: (573) 751-1212  
[www.oe.mo.gov](http://www.oe.mo.gov)

The Office of Administration is the state's service and administrative control agency. Created by the General Assembly on January 15, 1973, it combines and coordinates the central management functions of state government. Its responsibilities were clarified and amended by the Omnibus State Reorganization Act of 1974.

The chief administrative officer is the Commissioner of Administration, who is appointed by the governor with the advice and consent of the Senate. The commissioner appoints the deputy commissioner, assistant commissioner, chief counsel, and the directors of the divisions who report directly to him. The divisions are: Accounting; Budget and Planning; Facilities Management, Design and Construction; General Services; Information Technology Services; Personnel; Purchasing and Materials Management; and the Office of Supplier and Workforce Diversity.

## Division of Accounting

Truman State Office Bldg., Room 570  
Telephone: (573) 751-2971 / FAX: (573) 526-9810  
[www.oe.mo.gov/acct](http://www.oe.mo.gov/acct) / E-mail: [acctmail@mail.mo.gov](mailto:acctmail@mail.mo.gov)

The Division of Accounting (ACCT) provides central accounting and central payroll system services for state government, producing checks and electronic payments for state vendors and state employees. ACCT publishes annual financial reports, administers bond sales for the Board of Fund Commissioners, Board of Public Buildings, and Board of Unemployment Fund Financing and administers the social security coverage for all employees of the state and its political subdivisions.

## Division of Budget and Planning

State Capitol, Room 124  
Telephone: (573) 751-2345  
FAX: (573) 526-4811 / (573) 751-9347  
[www.oe.mo.gov/bp](http://www.oe.mo.gov/bp) / E-mail: [bpmail@mail.mo.gov](mailto:bpmail@mail.mo.gov)

The Division of Budget and Planning (B&P) analyzes budget policy issues and provides information to the commissioner, the governor's office,

the general assembly, Missouri's congressional delegation, and state, local, and federal agencies. The division prepares the budget instructions, reviews agency budget requests, prepares the annual executive budget, analyzes economic and demographic conditions, forecasts state revenues, and conducts technical policy and program analyses. To assist in state government management, the division controls appropriation allotments, manages the automated state budget system, prepares legislative fiscal notes, reviews legislation, tracks agency performance measures, analyzes and develops policy options, and reviews federal issues and their impact on Missouri. The division compiles population estimates and projections, provides technical assistance during decennial reapportionment, and is Missouri's liaison to the United States Bureau of the Census.

## Division of Facilities Management, Design and Construction

Truman State Office Bldg., Rooms 730, 740, 780 and 840  
Telephone: (573) 751-3339 / FAX: (573) 751-7277  
[www.oe.mo.gov/fmdc](http://www.oe.mo.gov/fmdc) / E-mail: [facmail@mail.mo.gov](mailto:facmail@mail.mo.gov)

The Division of Facilities Management, Design and Construction (FMDC) operates, maintains and manages state-owned office buildings and other structures at the seat of government and other locations within the state. FMDC oversees leased property for agencies statewide and is also responsible for design, construction, renovation and repair of state facilities. Review of all requests for appropriations for capital improvements also falls under the responsibilities of FMDC.

The division's **Building Operations unit** provides work environments for agencies that are tenants in state-owned office buildings. The division manages 22 structures in Jefferson City, comprising approximately 1.75 million square feet of usable space, including the State Capitol and the Executive Mansion. In addition, the unit operates buildings in St. Joseph, Kansas City, Springfield and St. Louis. These facilities contain approximately 535,000 square feet of usable office space.

The division's **Real Estate Services unit** coordinates real estate transactions on behalf of the state to include conveyance of state-owned property, purchase of property and granting easements. The unit also oversees leases within state-owned and leased space for state agencies throughout Missouri. The Real Estate Services unit oversees over 500 separate contracts, providing 3.67 million square feet of state owned workspace and 3.6 million square feet of leased space, for approximately 14,000 tenants. In addition, the Real Estate Services Fiscal unit provides budgeting and pay-



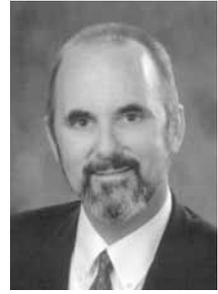
MICHAEL N. KEATHLEY  
Commissioner



RICHARD AUBUCHON  
Deputy Commissioner/Chief  
Legal Counsel



PAUL BUCKLEY  
Assistant Commissioner



THOMAS J. SADOWSKI  
Director  
Division of Accounting



LARRY W. SCHEPKER  
Director, Division of Budget  
and Planning



DAVID L. MOSBY  
Director, Division of Facilities  
Management, Design and  
Construction



MARK S. KAISER  
Director  
Division of General Services

ment processing for a \$149 million annual budget for state-owned and leased facilities.

The division's **Design and Construction unit** consists of the Project Management section, the Planning section and the Contracts section and is responsible for construction projects at state facilities, except institutions of higher education, state roads and highways and conservation facilities. The unit develops and reviews plans and specifications for state construction, selects consulting architects and engineers, oversees expenditures of capital improvement appropriations, and provides guidelines, information and recommendations for capital improvements.

The division's **Institutional Operations unit** provides maintenance management services for correctional, mental health, highway patrol, and state school facilities. These services include providing the maintenance management staff and the authorization and administration of maintenance funding. This division is responsible for the maintenance of approximately 16 million square feet of institutional buildings.

The division's **Facilities Technical Analysis unit** is responsible for monitoring energy and proactively searching for opportunities to

increase the efficiency of energy usage in state facilities, as well as capturing significant savings in fuel and utility costs.

The division's **Administration unit** handles the administrative functions of the division including employee relations, office services, accounting, supply, the state's ID Badge Security System and other administrative matters as needed.

## Division of General Services

*Truman State Office Bldg., Room 760  
Telephone: (573) 751-0929 / FAX: (573) 751-7819  
www.oa.mo.gov/gS / E-mail: gsmail@oa.mo.gov*

The Division of General Services (GS) provides essential support services to state departments and to the Office of Administration.

The **Risk Management section** administers the Legal Expense Fund and workers' compensation programs covering state employees, purchases insurance when required and monitors claims and exposures to loss. This section also sponsors the State Safety Steering Committee and advises state agencies on risk management issues.

The **Missouri Public Entity Risk Management Fund (MOPERM)** is a shared-risk pool offering



**DAN ROSS**  
Chief Information Officer  
Information Technology  
Services Division



**BILL BOTT**  
Deputy CIO Operations  
Information Technology  
Services Division



**CHRIS WILKERSON**  
Deputy CIO Infrastructure  
Information Technology  
Services Division



**ARLAN HOLMES**  
Deputy CIO Administration  
Information Technology  
Services Division

tor liability, property and other coverages for participating public entities of the state.

The **State Printing Center** provides agencies with a full range of printing and quick copy services.

The **Vehicle Maintenance unit** operates a central maintenance facility to provide mechanical repairs and body shop services for state vehicles located primarily in the Jefferson City area.

The **Fleet Management Program** establishes statewide policies governing state vehicle operations and management, coordinates a centralized fleet information system and serves as a resource for fleet management issues.

The **Missouri State Employee Charitable Campaign** provides an annual opportunity for state employees to donate to any of over 1,200 charities.

**Central Mail Services** provides consolidated mail processing and interagency mail delivery for most state agencies in the Jefferson City area.

## Information Technology Services Division

*Truman State Office Bldg., Room 280  
Telephone: (573) 751-3290 / FAX: (573) 751-3299  
www.oa.mo.gov/itsd / E-mail: oaweb@mail.mo.gov*

The mission of the Information Technology Services Division (ITSD) is to provide technology services and solutions to the state's departments and agencies so that they can efficiently and effectively serve the citizens of Missouri.

Under the leadership of the chief information officer, Missouri's information technology consolidation initiative combined the staff and resources from fourteen of the executive branch departments into the ITSD in June of 2006. The new organizational model allows for enterprise standards and guidance in the common areas of security, networking, data management, server administration, end user support, technical architecture and appli-

cation management while maintaining a department focused perspective on service delivery.

Working in tandem with non-consolidated state agencies through the Information Technology Advisory Board and other committees, ITSD aims to deliver available, reliable and accessible IT systems and services in an environment striving for optimization and cost savings.

## Division of Personnel

*Truman State Office Bldg., Room 430  
Telephone: (573) 751-4162 / FAX: (573) 751-8641  
www.oa.mo.gov/pers / E-mail: persmail@oa.mo.gov*

The Division of Personnel is responsible for the state's human resource management system and the Uniform Classification and Pay System, as established in the State Personnel Law (Chapter 36 RSMo).

The Missouri Merit System is based on the principles of merit and fitness as determined by competitive examinations for employment, as well as objective and consistent human resource management policies and procedures. The system also grants employees the ability to appeal disciplinary actions. Approximately 34,000 state employees in six state departments (Office of Administration, Corrections, Health and Senior Services, Mental Health, Natural Resources and Social Services) and sections of three other departments (Economic Development, Labor and Industrial Relations and Public Safety) comprise the Missouri Merit System.

The Uniform Classification and Pay (UCP) system is designed to promote equity in pay among state employees in most executive branch agencies and to provide coordinated compensation policies. The UCP system covers approximately 40,000 employees of merit system agencies and employees from the departments of Agriculture, Economic Development, Higher Education (excluding colleges and universities), Insurance, Financial Institutions and Professional Registra-



CHESTER L. WHITE  
Director  
Division of Personnel



JAMES MILUSKI  
Director, Division of Purchasing  
and Materials Management



ANGEL MCCORMICK FRANKS  
Director, Office of Supplier and  
Workforce Diversity

tion, Labor and Industrial Relations, Public Safety and Revenue. The Division of Personnel is also responsible for the oversight of the statewide performance appraisal system.

The Division of Personnel is comprised of two sections:

**Employee Services** reviews applications for employment; ensures employees are assigned to appropriate job classes; develops and administers position classifications for agencies covered by the UCP; and develops, updates and administers merit system examinations.

**Pay, Leave and Reporting** provides information on the UCP system pay plan; interprets policies on pay, leave and hours of work; provides workforce reports and assistance with the SAM II HR/Payroll System; maintains lists of individuals from whom agencies can select for Merit System jobs; ensures personnel transactions are in compliance with state personnel law; coordinates labor relations activities in individual state agencies including participation in negotiations with employee elected unions and approval of agreements relating to uniform wages, benefits and those aspects of employment that have a fiscal impact on the state; develops and delivers statewide supervisory training and management programs; and provides administration of statewide employee recognition programs.

## Division of Purchasing and Materials Management

*Truman State Office Bldg., Room 630*  
Telephone: (573) 751-2387 / FAX: (573) 526-9815  
[www.oea.mo.gov/purch](http://www.oea.mo.gov/purch) / E-mail: [purchmail@oea.mo.gov](mailto:purchmail@oea.mo.gov)

The Division of Purchasing and Materials Management (PMM) is responsible for the procurement of all state-required supplies, materials, equipment and professional or general services. Certain agencies (e.g. MODOT) are considered exempt in some areas. The division executes procurement functions in accordance with applica-

ble statutes by maximizing competition in the procurement process, conducting evaluations and negotiations as appropriate, and awarding contracts to the "lowest and best" bidders.

The materials management section, the State Agency for Surplus Property (SASP), is responsible for transfers and disposal of state surplus property to obtain the maximum return on investment. SASP acquires property declared excess by federal government agencies to distribute to eligible Missouri entities. SASP is also responsible for the statewide in-house recycling program.

## Office of Supplier and Workforce Diversity

*Truman State Office Bldg., Room 630*  
Telephone: (573) 751-8130 / FAX: (573) 522-8078  
[www.oea.mo.gov/oswd](http://www.oea.mo.gov/oswd)

The Office of Supplier and Workforce Diversity (OSWD) assists and monitors state agencies in promoting and ensuring equal opportunity within state government through employment, provision of services and operation of facilities. Under Executive Order 05-30, OSWD is responsible for assisting state agencies in promoting contracting and procurement opportunities for minority and women-owned businesses. In addition, OSWD continues to monitor the implementation of state employment practices to ensure that Missouri has a diversified and well balanced state workforce. The director of OSWD reports to the deputy commissioner.

## Administrative Hearing Commission

*Truman State Office Bldg., Room 640*  
PO Box 1557  
Telephone: (573) 751-2422 / FAX: (573) 751-5018  
[www.oea.mo.gov/ahc](http://www.oea.mo.gov/ahc)

The Administrative Hearing Commission (AHC) is a neutral, independent administrative tribunal that decides disputes involving state agencies and another party, usually a private per-



JUNE STRIEGEL DOUGHTY  
Commissioner, Administrative  
Hearing Commission



JOHN KOPP  
Commissioner, Administrative  
Hearing Commission



TERRY JARRETT  
Commissioner, Administrative  
Hearing Commission

son or corporation. The AHC typically decides the cases after a trial-type hearing. It hears evidence and arguments from the state agency and from the other party. Any party, including the state agency, may seek review of the AHC decision from the judicial branch.

The statutes authorize jurisdiction for the AHC to resolve disputes over decisions of more than 100 state agencies. Chief among them are the director of the Department of Revenue's tax decisions, professional licensing decisions of many boards of the Department of Insurance, Financial Institutions and Professional Registration and other departments, the Department of Social Services' decisions on payments to Medicaid service providers and the Missouri Health Facilities Committee's decisions on certificates of need. The statutes commit other specific matters to AHC also. AHC resolves about 2,000 cases per year.

AHC consists of not more than three members, appointed by the governor and confirmed by the Senate, who serve six-year terms.

### Board of Fund Commissioners

The Board of Fund Commissioners issues, redeems and cancels state general obligation

bonds and performs other administrative activities related to state general obligation debt as assigned by law.

The board is composed of the governor, lieutenant governor, attorney general, state auditor, state treasurer and commissioner of administration. The governor is president of the board, and the state treasurer is secretary. An executive secretary performs staff functions for the board.

### Board of Public Buildings

The Board of Public Buildings (BPB) is composed of the governor, lieutenant governor and attorney general. The governor serves as the chair, and the lieutenant governor is the secretary. The speaker of the house of representatives and the *president pro tempore* of the Senate serve as *ex officio* members of the BPB but do not have the power to vote.

Missouri law provides that the BPB has general supervision and charge of state facilities at the seat of government. The BPB also has the authority to issue revenue bonds for the construction of state office buildings and certain other facilities.

The board works with the Division of Facilities Management, Design and Construction and the Division of Accounting in carrying out its responsibilities.

### Board of Unemployment Fund Financing

The Board of Unemployment Fund Financing is composed of the governor, lieutenant governor, attorney general, director of the Department of Labor and Industrial Relations and the commissioner of administration. The governor serves as chair, the lieutenant governor serves as vice chair and the commissioner of administration serves as secretary. Staff support is provided by the commissioner of administration.

The board is authorized to issue debt or credit instruments to provide funds for the payment of unemployment benefits or maintaining an adequate fund balance in the unemployment fund, and as an alternative to borrowing or obtaining advances from the federal unemployment trust fund or for refinancing these loans or advances.

### Children's Trust Fund

Truman State Office Bldg., Room 840  
PO Box 1641

Jefferson City 65102-1641

Telephone: (573) 751-5147 / FAX: (573) 751-0254

[www.ctf4kids.org/](http://www.ctf4kids.org/)

The Children's Trust Fund (CTF) works to establish programs for the prevention of child

abuse and neglect through grant distribution, education and public awareness.

Established in 1983, CTF is a public/private partnership located within state government, governed by a 21-member board comprised of citizens, representative of the state and linked with other agencies at all levels (state and local, public and private). Funding comes from voluntary contributions from taxpayer refunds designated on state income tax returns, sale of CTF specialty license plates, fees on marriage licenses, fees on vital records, a Federal Prevention Grant and other voluntary contributions.

### Children's Trust Fund Board of Directors

**Staves, Regina, Ph.D.**, chair, Kansas City, July 23, 2006;

**Beetem, Nela**, Holts Summit, Sept. 15, 2009;

**Bloomberg, Terry**, St. Louis, Sept. 15, 2006;

**Bobrow, Nanci, Ph.D.**, St. Louis, Sept. 15, 2006;

**Burton, Sam**, Rolla, Sept. 15, 2004;

**Coleman, Sen. Maida**, St. Louis;

**Cooper, Lynne, D. Min.**, St. Louis, Sept. 15, 2005;

**Donovan, Laurie**, St. Peters, Sept. 15, 2009;

**Garnett, Christy**, Independence, Sept. 15, 2006;

**Krokstrom, Margaret**, Chesterfield, Sept. 15, 2008;

**Ladd, Dena**, St. Louis, Sept. 1, 2007;

**Marty, Robert**, Mexico, Sept. 15, 2006;

**Mathis, Kimberley J.**, St. Louis, Sept. 15, 2009;

**Maxwell, Sheryl L.**, Lilbourne, Sept. 15, 2008;

**McGhee, Rep. Mike**, Odessa;

**McVey, Duke**, Jefferson City, Oct. 15, 2000;

**Mugg, Patrice O'Neil**, Kirkwood, Sept. 15, 2007;

**Myers, Kay Lynne**, Kansas City, Sept. 15, 2006;

**Nisar, Nuzhat, M.D.**, Ballwin, Sept. 15, 2008;

**Robinson, Rep. Brad**, Bonne Terre;

**Vogel, Sen. Carl**, Jefferson City.

### Citizens' Commission on Compensation for Elected Officials

*State Capitol, Room 125*

*Telephone: (573) 751-1851 / FAX: (573) 751-1212*

In 1994, Missouri voters approved the creation of the "Missouri Citizens' Commission on Compensation for Elected Officials." This commission was established to ensure that the power to control the rate of compensation of elected officials of this state is retained and exercised by tax-paying citizens of the state.

Beginning in 1996 and every two years thereafter, the commission will review the relationship of compensation to the duties of all elected state officials. The commission's recommendation of a salary schedule shall become effective unless disapproved by the General Assembly. The 22-member commission serves four-year terms.



REGINA STAVES  
Chair  
Children's Trust Fund



KIRK SCHREIBER  
Director  
Children's Trust Fund



JACK POHRER  
Chair  
Citizens' Committee on Compensation for Elected Officials

### Members, Citizens' Commission on Compensation for Elected Officials

**Pohrer, Jack**, chair, St. Louis, Feb. 1, 2008;

**Barr, Patrick**, Lamar, Feb. 1, 2008;

**Barrientos, Robert J.**, Kansas City, Feb. 1, 2008;

**Brunson, Jean C.**, St. Charles, Feb. 1, 2008;

**Czuba, John A.**, Macon, Feb. 1, 2008;

**Dill, Herbert**, O'Fallon, Feb. 1, 2008;

**Flake, Rita C.**, Jonesburg, Feb. 1, 2008;

**Foster, Wayne A.**, Sumner, Feb. 1, 2008;

**Gonzales, Erica**, St. Louis, Feb. 1, 2008;

**Henke, David R.**, Moscow Mills, Feb. 1, 2008;

**Hoelting, David J.**, St. Louis, Feb. 1, 2008;

**Jackson, Larry A.**, Reeds, Feb. 1, 2008;

**Kay, Janet S.**, Trimble, Feb. 1, 2008;

**King, Michael**, Washington, Feb. 1, 2008;

**Roux, Lee Anne**, Park Hills, Feb. 1, 2008;

**Slone, Bradley D.**, Dixon, Feb. 1, 2008;

**Simon, Judge Paul**, St. Louis, Feb. 1, 2008;

**Turner, Judy J.**, Kansas City, Feb. 1, 2008;

**Weingarh, Mark T.**, Hermann, Feb. 1, 2008.

## Governor's Council on Disability

Truman State Office Bldg., Room 250-A  
 PO Box 1668, Jefferson City 65102  
 Telephone: (573) 751-2600 / FAX: (573) 526-4109  
 Toll Free: (800) 877-8249  
[www.gcd.oa.mo.gov](http://www.gcd.oa.mo.gov)

The Governor's Council on Disability (GCD) serves as the voice and advocate in state policy making for 949,000 Missourians with disabilities. GCD works to make persons with disabilities aware of their rights and opportunities; increase employment opportunities for job seekers with disabilities; expand access to equal and full participation for all individuals with disabilities in their communities at the local, state and federal levels; and change the delivery system for assistive technology devices and services. GCD provides youth leadership programming for young people with disabilities.

In 1947, President Harry S. Truman issued an executive order establishing the President's Committee on Employment of the Handicapped. This federal agency was created to assist disabled World War II veterans with re-entry into the civilian workforce. Following President Truman's lead, Missouri established the Governor's Committee in 1949 after it became obvious that a local network was needed to disseminate information about work-related problems facing people with disabilities.

In 1988, the names of both the President's Committee and the Governor's Committee were changed to Committees on Employment of People with Disabilities, placing the appropriate emphasis on the individual workers and not their impairments.

The mission of GCD has naturally evolved from strictly promoting employment to addressing all of the barriers to employment and full participation in community life. To more accurately reflect the mission, the 1994 General Assembly renamed this agency the Governor's Council on Disability. GCD was transferred by executive order in 2004 from the Department of Labor and Industrial Relations (DOLIR) to the Office of Administration (OA) to better meet its mission.

The GCD consists of 21 council members, including the chair and one member from each state congressional district, as well as the executive director. The majority of GCD is comprised of people with disabilities representing various disability groups. Family members of people with disabilities, persons who represent other disability-related groups and other advocates fill the remaining positions.

The governor appoints the chair with the advice and consent of the Senate. The governor also appoints the 21 members-at-large. GCD



LINDA BAKER  
 Executive Director, Governor's  
 Council on Disability

meets at least quarterly to act as an advisory body to its staff and to discuss and suggest ways to address current issues affecting persons with disabilities in Missouri.

In the administration of its duties, GCD also offers assistance to help the various departments, divisions and branches of government to comply with all laws regarding persons with disabilities. To further that goal, the director of each state department designates at least one employee to act as a liaison with the council. The assistance offered includes educational programming and consultation on the rights of persons with disabilities.

## Missouri Minority Business Advocacy Commission

State Capitol, Room 125  
 Telephone: (573) 751-1851 / FAX: (573) 751-1212

The Missouri Minority Business Advocacy Commission (MBAC) identifies and assesses the needs of minority businesses throughout the state; initiates aggressive programs to assist minority businesses in obtaining state and federal procurement; makes recommendations regarding state policies, programs and procedures; and provides a focal point to assist and counsel minority small businesses in their dealing with federal, state and local governments. MBAC also initiates and encourages minority business education programs, analyzes current legislation and regulations as they affect minority businesses; and receives complaints and recommendations concerning policies and activities of federal, state and local governmental agencies which affect minority small businesses. The purpose of MBAC is to increase economic opportunity for minority businesses so that we can improve the overall climate of the state of Missouri; and to develop and establish the inclusionary process for state departments so that they can meet or exceed the goals and objectives of the legislation and executive order designed to



STEVEN B. HOVEN  
Chair, Health and Educational  
Facilities Authority



MIKE SMITH  
Chair, Jackson County Sports  
Complex Authority

increase minority participation in state procurement.

### Missouri Minority Business Advocacy Commission Board Members

**Taborn, Nancy Anderson**, chair, St. Louis;  
**Boykins, Rep. Amber**, (D), St. Louis;  
**Days, Sen. Rita Heard**, (D), St. Louis;  
**Newberry, Brenda**, St. Louis;  
**Parker, Rep. Sherman**, (D), St. Louis;  
**Steinhoff, Gregory A.**, director, Economic Development.

### Missouri Health and Educational Facilities Authority

15450 S. Outer Forty Rd., Ste. 230  
Chesterfield 63017  
Telephone: (636) 519-0700 / FAX: (636) 519-0792

The Health and Educational Facilities Authority, created in 1975, provides assistance to non-profit health and educational institutions in the construction, financing and refinancing of projects.

The Authority consists of seven members appointed by the governor with the advice and consent of the Senate. Each member must be a resident of the state, and no more than four members may be of the same political party.

The Authority is empowered to: issue bonds, notes and other obligations for any of its corporate purposes and to refund the same; charge and collect rents, rates and fees for the use of projects or for services furnished by facilities in relation thereto; construct, repair, operate, lease or regulate projects for participating health or educational institutions; refinance indebtedness of participating institutions incurred in the construction or acquisition of facilities by such institutions; establish or cause to be established rules and regulations for the use of projects; receive loans or grants from any public agency or other source, in relation to projects; make loans to participating

health institutions for the costs of projects; mortgage any project and the site thereof; and do all things necessary or convenient to carry out the purposes of the act.

### Missouri Health and Educational Facilities Authority Board Members

**Hoven, Stephen B.**, (R), chair, St. Louis, July 30, 2008;  
**Thompson, Kevin L.**, (R), vice chair, St. Louis, July 30, 2009;  
**Carlson, Thomas J.**, treasurer, Springfield, July 30, 2010;  
**Cavner, Nadia T.**, (D), Springfield, July 30, 2007;  
**Olson, Bruce A.**, (R), Springfield, July 30, 2009;  
**Scott, Judith W.**, (R), Poplar Bluff, July 30, 2011;  
**Thompson, Donald E.**, (D), Troy, July 30, 2008.

### Jackson County Sports Complex Authority

Harry S. Truman Sports Complex  
8501 Stadium Dr., Kansas City 64129  
Telephone: (816) 921-3600 / FAX: (816) 921-3677

This bipartisan Authority consists of five commissioners who are qualified voters of the state of Missouri and residents of Jackson County. The Jackson County Legislature submits a list of candidates to the governor to replace members of the Authority whose terms have expired. The governor then appoints the succeeding members from that list of candidates. The commissioners serve staggered terms of five years and hold office until a successor has been appointed and qualified. No more than three members may be of the same political party. The Authority is empowered to issue bonds.

The Jackson County Sports Complex Authority is authorized under the constitution and laws of the State of Missouri to plan, construct, operate and maintain a sports stadium fieldhouse, indoor and outdoor recreational facilities center, playing fields, parking facilities and other concessions within Jackson County; to negotiate and perform its obligations as landlord under lease agreements with the Kansas City Royals Baseball Corporation and the Kansas City Chiefs Football Club, Inc.; to oversee the maintenance and operation of the Harry S. Truman Sports Complex in a fiscally responsible manner which will allow it to maintain its stature as a premier sports facility in the nation; to administer funds received from the State of Missouri, Jackson County, and the City of Kansas City, Missouri, or any other sources which are to be used for furtherance of its statutory duties; to develop a land use plan for potential development of the Sports Complex and to recommend to the county appropriate long-term leasing arrangements for the Sports Complex facilities; and to work with other polit-



**HENRY GIVENS JR.**  
Chair, Martin Luther King Jr.  
State Celebration Commission



**RICHARD CAVENDER**  
Chair, Commission on  
Intergovernmental Cooperation

ical subdivisions, agencies and commissions for the furtherance of all types of sports, either professional or amateur, commercial or private, within Jackson County.

### Members, Jackson County Sports Complex Authority

**Smith, Mike**, (R), chair, Lee's Summit, July 15, 2010;

**Lopez, Beto**, (D), first vice chair, Lee's Summit, July 15, 2007;

**Hastings, Glen**, (R), secretary/treasurer, Lee's Summit, July 15, 2009;

**Buchanan, Georgia**, (D), member, Kansas City, July 15, 2008.

**Cherry, Deron**, (R), member, Kansas City, July 15, 2011.

### Martin Luther King Jr. State Celebration Commission

3026 Laclède Ave.

St. Louis 63103

Telephone: (314) 340-3380 / FAX: (314) 340-3399

The commission considers and recommends to individuals and organizations appropriate activities for the recognition and celebration of Martin Luther King Day in Missouri. Created by executive order on December 2, 1985, the commission consists of 20 members who serve at the pleasure of the governor.

The Martin Luther King Jr. State Celebration Commission is a continuing commission and meets at the call of the chair.

### Members, Martin Luther King Jr. State

#### Celebration Commission

**Givens, Dr. Henry Jr.**, chair, St. Louis;

**Banks, Anita**, St. Louis;

**Buford, James H.**, St. Louis;

**Cleaver, Rev. Emanuel II**, Kansas City;

**Gales, Merdean F.**, St. Louis;

**Gates, Ollie**, Kansas City;

**Hardin, Charlotte C.**, Springfield;

**Jones, Rev. Sammie**, St. Louis;

**Keathley, Michael**, Jefferson City;

**McBride, Jack**, Fulton;

**Mensey, Myrtle**, St. Louis;

**Middleton, Michael A.**, Columbia;

**Monroe, Vernice Givens**, Lee's Summit;

**Nance, Rev. Earl Jr.**, St. Louis;

**Packnett, Gwendolyn D.**, St. Louis;

**Scott, Lincoln**, Cape Girardeau;

**Slay, Mayor Francis**, St. Louis;

**Thomas, Bertha A.**, Kirksville;

**Thompson, Betty**, University City;

**Thompson, Lessie J.**, Lee's Summit.

### Missouri Commission on Intergovernmental Cooperation

State Capitol, Room 125

Telephone: (573) 751-1851 / FAX: (573) 751-1212

Established in 1985, the Missouri Commission on Intergovernmental Cooperation (MCIC) seeks to develop closer partnerships between state and local governments. The MCIC serves as a vehicle of communication through which state and local governments can meet to develop strategies to resolve shared, existing and potential problems on such issues as promoting economic and community prosperity, improving e-government access, linking state resources to local planning, and greater self-determination for cities and counties.

The MCIC functions as a clearinghouse of information relevant to intergovernmental issues and develops publications and reports on state-local issues.

The MCIC consists of 28 members. The governor appoints five members from the private sector and six from state government, the speaker of the house appoints two state representatives, the Senate *president pro tem* appoints two senators and various local government associations appoint the remaining 13 members.

### Members, Missouri Commission on Intergovernmental Cooperation

**Cavender, Richard**, chair, Rolla;

**Adams, Joseph**, University City;

**Burke, Dick**, Jefferson City;

**Campbell, Mary**, St. Louis;

**Carlson, Tom**, Springfield;

**Clements, Shonagh**, St. Louis;

**Danner, Eva**, Chillicothe;

**Hibbard, Wiley**, Perry;

**Hoskins, John**, Jefferson City;

**Levin, Mark**, Maryland Heights;

**Markenson, Gary**, Jefferson City;



WARREN NIEBURG  
Chair  
Missouri Ethics Commission



ROBERT F. CONNER  
Executive Director  
Missouri Ethics Commission



CHARLES KEMPER  
Chair, Missouri Public Entity  
Risk Management Fund



DAVID KORMANN  
Executive Director, Missouri Public  
Entity Risk Management Fund

Messerli, Karen, Lee's Summit;  
Miller, Karen, Columbia;  
Monig, Ron, Slater;  
Murry, William L., Wheeling;  
Paulsell, Steve, Columbia;  
Siems, Frederick, Blue Springs;  
Smith, Todd, Sedalia;  
Vogel, Sen. Carl, Jefferson City;  
Wagner, Wes, De Soto;  
Ward, Carter, Columbia;  
Williams-Neal, Mary, Kansas City.

### Missouri Ethics Commission

3411-A Knipp Dr., Jefferson City 65109  
Telephone: (573) 751-2020 / FAX: (573) 526-4506  
[www.moethics.mo.gov](http://www.moethics.mo.gov)

The Missouri Ethics Commission (MEC) was created by the Missouri Ethics Law of 1991 (Section 105.955, RSMo). The commission is charged with enforcement of conflicts of interest and lobbying laws (Section 105.450-498, RSMo) and campaign finance disclosure laws (Chapter 130, RSMo).

The MEC is composed of six members, not more than three of whom may be from the same political party. These members must be from different congressional districts, and no more than three can be from an odd- or even-numbered congressional district. The governor appoints the members of the commission with the advice and consent of the Senate. The commission elects a biennial chair and is assigned to the office of administration for budgeting purposes only.

The MEC receives and reviews complaints alleging violations of the conflict of interest and lobbying statutes and the campaign finance disclosure statute. After investigation of these complaints, the commission refers the complaints to the appropriate prosecuting authority or disciplinary authority along with recommendations for sanctions. The commission may also initiate judicial proceedings on its own.

The MEC reviews and audits reports required

by the campaign finance disclosure law, the financial interest disclosure laws and the lobbying registration and reporting laws. The MEC acts as the public repository for such reports. The MEC provides information and assistance to lobbyists, elected and appointed officials, employees of the state and political subdivisions and the general public.

### Members, Missouri Ethics Commission\*

Nieburg, Warren, Ph.D., (R), chair, Camdenton, March 15, 2008;  
Dunard, Michael, (D), vice chair, Troy, March 15, 2008;  
Kilgor, Michael, (D), Kansas City, March 15, 2010;  
Legan, Kenneth, (R), Halfway, March 15, 2010;  
Mitchell, Brad, (D), Washington, March 15, 2010;  
Simpson, Robert, (R), Potosi, March 15, 2008.

\*\$100 per diem.

### Missouri Public Entity Risk Management Fund (MOPERM)

PO Box 7110  
Jefferson City 65109-7110  
Telephone: (888) 389-8198 / FAX: (573) 751-8276  
[www.moperm.com](http://www.moperm.com)

The Missouri Public Entity Risk Management Fund (MOPERM) was established by the 83rd General Assembly and signed into law by the governor in 1986.

The MOPERM board of trustees operates a shared-risk program offering tort liability, property and other coverages for participating public entities of the state.

Membership of the board consists of the attorney general, the commissioner of administration and four members appointed by the governor with the advice and consent of the Senate, who are officers or employees of those public entities

participating in the fund. No more than two members appointed by the governor shall be of the same political affiliation. Members appointed by the governor serve four-year terms. Members of the board serve without compensation.

### MOPERM Board of Trustees

**Kemper, Charles**, (R), chair, Troy, July 15, 2004;  
**Odo, Tina**, (R), vice chair, St. Louis, July 15, 2007;

**Aubuchon, Richard**, Jefferson City;

**Logan, Judy**, (D), Vienna, July 15, 2006;

**Maupin, LaVaunt**, (D), Glen Echo Park, July 15, 2005;

**Nixon, Jeremiah (Jay)**, Attorney General, Jefferson City.

### Missouri State Employees' Voluntary Life Insurance Commission

*Truman State Office Bldg., Room 570  
Telephone: (573) 751-3289 / FAX: (573) 526-9810*

The 87th Missouri General Assembly enacted legislation (Section 105.1000, RSMo) to create the Voluntary Life Insurance Commission. The commission administers a voluntary life insurance plan for state employees. The plan allows state employees to authorize voluntary payroll deductions for the purchase of life insurance products that have been procured through competitive bids. The Office of Administration provides staff support to the commission for administration of the program.

The five-member commission includes one member of the House, one member of the Senate and three members appointed by the governor with the consent of the Senate. The governor's appointees serve three-year terms.

### Members, Voluntary Life Insurance Commission

**Turvey, Dale**, chair, Chesterfield, Oct. 7, 2001;

**Louden, Sen. John**, Chesterfield, Oct. 7, 2007;

**Reesman, Dale**, Boonville, Oct. 7, 2002;

**Vickar, Aaron**, St. Louis, Oct. 7, 2006.

### Missouri State Penitentiary Redevelopment Commission

*Truman State Office Bldg., Room 730  
Telephone: (573) 751-4174*

The Missouri State Penitentiary Redevelopment Commission was established in 2000, by authority of House Bill 621 of the 91st General Assembly.

The commission is composed of 10 members. Three commissioners, no more than two of whom shall belong to the same political party, are resi-



DALE TURVEY  
Chair, Missouri State  
Employees' Voluntary Life  
Insurance Commission

dents of Jefferson City and are appointed by the mayor, with the advice and consent of the governing body of that city; three commissioners, no more than two of whom shall belong to the same political party, are residents of Cole County but not of Jefferson City and are appointed by the county commission; and four commissioners, no more than three of whom shall belong to the same political party, none of whom shall be residents of Cole County or of Jefferson City, are appointed by the governor with the advice and consent of the senate. The governor appoints one of the commissioners who is not a resident of Cole County or Jefferson City as chair of the commission. No elected official of the state of Missouri or of any city or county in this state is appointed to the commission.

The director of the Division of Facilities Management, Design and Construction provides staff support for this commission. The commission may also employ staff or secure the services of consultants through contract for the purpose of conducting the business of the commission.

The purpose of the commission is to redevelop the real property which encompassed the grounds of the Missouri State Penitentiary for over 150 years, so as to maintain its historic value for present and future generations of Missourians, and to provide new uses for the property which will benefit the citizens of the City of Jefferson, the County of Cole and the State of Missouri as a whole.

To accomplish its purpose, the commission may perform the following functions:

1. Acquire and hold title to the property historically utilized as the Missouri State Penitentiary;
2. To acquire by gift or bequest from public or private sources property adjacent to the Penitentiary property and necessary or appropriate to the successful redevelopment;



PAUL D. BLOCH  
Member  
Personnel Advisory Board



MARGARET E. BUCKLER  
Member  
Personnel Advisory Board



KAREN FERGUSON  
Member  
Personnel Advisory Board



ANNE C. GARDNER  
Member  
Personnel Advisory Board



DUNCAN E. KINCHELOE III  
Member  
Personnel Advisory Board



DOUG OMMEN  
Member  
Personnel Advisory Board



STEVE MORROW  
Director  
Office of Child Advocate



ANGEL McCORMICK FRANKS  
Director, Office of Supplier and  
Workforce Diversity

3. To lease or sell real property to developers who will utilize the property consistently with the masterplan for the property;
4. To hire employees necessary to perform the commission's work;
5. To enter into contracts with private or governmental entities in connection with the acquisition by gift or bequest and in connection with the planning, construction, financing, leasing, subleasing, operation and maintenance of any real property or facility and for any other lawful purpose;
6. To sue and be sued;
7. To receive any rentals, or proceeds from the sale of real estate, contributions or moneys provided by any governmental entity and to apply for grants and other funding;
8. To disburse funds for its lawful activities and fix salaries and wages of its employees;
9. To borrow money for the acquisition, construction, equipping, operation, maintenance repair, remediation or improvement of any facility or real property to which the commission holds title and for any other property purpose and to issue negotiable notes, bonds and other instruments

- in writing as evidence of sums borrowed;
10. To perform all other necessary and incidental functions, and to exercise such additional powers as shall be conferred by the general assembly;
11. To purchase insurance, including self-insurance, of any property or operations of the commission or its members, director, officers and employees, against any risk or hazard, and to indemnify its members, agents, independent contractors, directors, officers and employees against any risk or hazard.

### MSP Redevelopment Commissioners

- Carr, Dan**, Chair, MO Gubernatorial, March 8, 2008;
- Wunderlich, Jim**, vice chair, Cole County 3-year term, March 1, 2008;
- Bushmann, Gene**, Jefferson City, replacement 4-year term, January 1, 2006;
- Gubernatorial Appointment**, (vacant);
- Meyer, Bob**, Cole County 2-year term, March 1, 2008;
- Neugelbauer, Pam**, MO Gubernatorial 4-year term, March 3, 2009;
- Peerson, Kathy**, Cole County 3-year term, March 1, 2008;

**Roegner, Darrell B.**, Jefferson City, March 3, 2008;

**Berry, Michael**, Jefferson City 1-year term, May 21, 2008;

**Sheehan, John**, Jefferson City 3-year term, March 18, 2005.

### Office of Child Advocate

*PO Box 809, Jefferson City 65102-0809*

*Telephone: (573) 522-8680 / FAX: (573) 522-6870*

*Toll free: (866) 457-2302*

*www.oca.mo.gov*

The Office of Child Advocate (OCA) operates as an independent program under the Office of Administration. The OCA provides families/citizens with an avenue through which they can obtain an independent and impartial review of the decisions and/or actions made by the Department of Social Services/Children's Division.

There are three main duties of the OCA: 1) provide education to Missouri citizens regarding the child welfare process, including investigation, case management and the court system; 2) receive and investigate complaints from citizens regarding the child welfare system; and 3) make recommendations on improving the system.

### Personnel Advisory Board

*Truman State Office Bldg., Room 430*

*Telephone: (573) 751-4576 / FAX: (573) 751-8641*

*TDD: (573) 526-4488*

Within the Office of Administration, the State Personnel Law (Chapter 36, RSMo) provides for a Personnel Advisory Board (PAB) of seven members, six of whom are appointed by the governor with the advice and consent of the Senate. Four members are appointed from the public at large, one is a member of executive management in state government and one is a non-management state employee. The seventh member is the person designated as the state equal opportunity officer.

The board has oversight responsibility for the Missouri merit system and the Uniform Classification and pay system and has broad policy making authority in various areas of human resources administration. The board conducts hearings for appeals of dismissals and other disciplinary actions. Responsibilities also include meeting with appointing authorities regarding human resource management needs and making recommendations to the governor and the General Assembly regarding the state's compensation policy.

### Personnel Advisory Board\*

**Bloch, Paul D.**, California, July 31, 2010;

**Buckler, Margaret E.**, Columbia, July 31, 2006;

**Ferguson, Karen**, Jefferson City, July 31, 2006;

**Gardner, Anne C.**, Sedalia, July 31, 2008;

**Kincheloe, Duncan E. III**, Jefferson City, July 31, 2010;

**McCormick Franks, Angela**, Jefferson City;

**Ommen, Doug**, Jefferson City, July 31, 2008.

\*Public members receive \$92.10 per diem.

### Second State Capitol Commission

*Truman State Office Bldg., Room 730*

*Telephone: (573) 751-1034*

*www.friendsofmsa.org/sscc*

The Second State Capitol Commission (SSCC) was established by the 91st General Assembly in 2001 by Senate Bill 470.

The purpose of the SSCC is to assure the future preservation and integrity of the Capitol, and to preserve its historical significance. The Commission evaluates and recommends courses of action on the restoration and preservation of the Capitol and the history of the Capitol, as well as evaluates and recommends courses of action to ensure accessibility to the Capitol.

The Commission works with the Office of Administration, the Archives Division of the Office of the Secretary of State, the historic program within the Department of Natural Resources, the Division of Tourism within the Department of Economic Development, and the Historical Society of Missouri.

### Commission Member List

**Goode, Wayne**, chair, Gubernatorial Appointment, April 18, 2008;

**Nodler, Sen. Gary**, vice chair, Senate Member, Majority;

**Bruns, Rep. Mark**, House Member, Majority;

**Davis, Steve**, Gubernatorial Appointment, April 18, 2010;

**Hearnes, Betty**, Gubernatorial Appointment, April 18, 2008;

**Howerton, Jim**, Senate Staff, Appointed by *President Pro Tempore*;

**Keathley, Mike**, Commissioner of Administration

**Mahfood, Stephen**, Gubernatorial Appointment, April 18, 2008;

**Wilson, Sen. Yvonne**, Senate Member, Minority;

**Salva, Rep. Ray**, House Member, Minority;

**Sappington, Keith**, House Staff, Appointed by the Speaker of the House.