



# Kentucky Retirement Systems APPLICATION FOR TRUSTEE

KENTUCKY RETIREMENT SYSTEMS  
Perimeter Park West • 1260 Louisville Rd. • Frankfort KY 40601-6124  
Phone: (502) 696-8800 • Fax: (502) 696-8801 • kyret.ky.gov  
Deaf/Hard of Hearing TTY (502) 564-4306

## Application for Trustee

Information provided on this form will be used in your biography for the ballot if you are selected as a candidate.

### Trustee Information

Social Security No. \_\_\_\_\_ Today's Date 07/15/2013  
(mm/dd/yyyy)

Home Phone No. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(for identification purposes only)

Work Phone No. N/A \_\_\_\_\_  
(mm/dd/yyyy)

<u>WARNER</u> Last Name	<u>Jacqueline</u> First Name	<u>Kaye</u> Middle Name	Other Name (if any)	
<u>Louisville</u> Address (Street, R.F.D. or Box No.)		<u>KY</u> City	State	<u>Jefferson</u> Zip Code
				County

E-mail Address (if available) \_\_\_\_\_

### Background

Yes  No Have you ever been convicted of or plead guilty to a felony? If yes, list offense(s), date(s) of offense(s), date(s) of conviction(s) or plea(s), and jurisdiction(s) in which the offense(s) occurred. Conviction is not an automatic rejection of application.

\_\_\_\_\_

\_\_\_\_\_

### Conflict of Interest

Yes  No Are you a constitutionally eligible individual, which means a prospective candidate who does not have a conflict of interest on the basis of holding a constitutionally elected or appointed position pursuant to KRS 61.645 and Kentucky Constitution Section 165? If no, please list any elected or appointed position you currently hold that you believe may be constitutionally incompatible with serving as a trustee.

\_\_\_\_\_

\_\_\_\_\_

Yes  No Do you or any member(s) of your immediate family own a controlling interest in an entity that does business or might seek to do business with KRS? If yes, please list below.

\_\_\_\_\_

\_\_\_\_\_

Yes  No Do you or any member(s) of your immediate family serve in a leadership or fiduciary capacity with an entity that does business or might seek to do business with KRS? If yes, please list below.

\_\_\_\_\_

\_\_\_\_\_

Yes  No Do you have any other actual or potential conflicts of interest that may hinder or prevent you from serving as a Trustee? If yes, please list below.

\_\_\_\_\_

\_\_\_\_\_

Name: Jacqueline K. WARNER Social Security No.

Date 7/15/2013

**Education/Training: Complete accurately and provide highest grade or year completed at all levels of school below.**

School	Name and Address of School	Dates Attended		Date of Graduation	Number of Hours Earned	Now Carrying	Fields of Study		Degree, Diploma, or Certificate Earned
		To	From				Major	Minor	
High School	duPont Manual High School 120 W. Lee Street Louisville, KY	1971	1965	1971					Diploma: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or GED: <input type="checkbox"/> Yes <input type="checkbox"/> No
Under Graduate College or University	Jefferson Community College	1973	1972	1973	Total 66 Hours			Secretarial	Associate Degree Secretarial Science
Graduate College or University	Spalding University	1997	1997		9		Business		
Vocational, Business, Technical									
Apprenticeship				Length of Program: 1 2 3 4 5	Journeyman: <input type="checkbox"/> Yes <input type="checkbox"/> No				

\*\*Please indicate if college hours are semester or quarter OR \*\*\* indicate number of vocational / technical school clock hours.

**Employment History**

If you need additional space to list employment, please print additional pages.

A. Employed From 10/22/1979 To 12/31/2012  
(mm/dd/yyyy) (mm/dd/yyyy)

Title of Position Human Resource Administrator / Chief Financial Officer

Name of Employer Commonwealth's Attorneys Office - Jefferson County

City Louisville, KY 40202 State Kentucky

Type of Business Criminal Prosecution - State Government Office

B. Employed From 1978 To 1979  
(mm/dd/yyyy) (mm/dd/yyyy)

Title of Position Office Manager / Senior Funding Secretary

Name of Employer SECURITY PACIFIC MORTGAGE CORPORATION

City Louisville State KY

Type of Business MORTGAGE BANKING

C. Employed From \_\_\_\_\_ To \_\_\_\_\_  
(mm/dd/yyyy) (mm/dd/yyyy)

Title of Position \_\_\_\_\_

Name of Employer \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Type of Business \_\_\_\_\_

Name: Jacqueline WARNER Social Security No. \_\_\_\_\_

Date 07/15/2013

**Licenses or Certificates: Please list any professional licenses or certifications you currently hold.**

License or Certification Title & Number	Original Issue Date	Current Expiration Date	Name, Address & Phone of Licensing Agency
PHR - Professional Human Resources 220050278347	12/5/1998	12/31/2013	HR Certification Institute 1800 Duke Street, Alexandria, VA 22314 - 703-548-3440
CPM - Certified Public Manager	11/10/1998	NONE	Governmental Services Center Kentucky State University

**Membership in Organizations: Indicate current membership in professional organizations, if you wish for the organization to be listed in your biography.**

ORGANIZATION	TITLE	DATE MEMBERSHIP EXPIRES
Society for Human Resource Management (SHRM)		5/31/2014
Louisville Society for Human Resource Mgmt. (LSHRM)		12/31/2013
Association of Legal Management (ALA)		12/31/2013
Kentucky Chapter Association of Legal Mgmt. (KYALA)		Lifetime Membership

**Please provide any additional information about your qualifications to serve as a trustee that you wish to be considered by the Board of Trustees.**

- My ability to manage and maintain a balanced <sup>\$5.5 million</sup> budget @ the Commonwealth's Attorneys Office, year after year, has been recognized and respected by local + state elected officials and Chief Financial Officers.
- Consistently demonstrate highest level of honesty, integrity + work ethic.
- Strong project management skills and leadership skills.
- Recognized for continued High Performance and Professional Excellence.
- I believe "Your Performance is not only a reflection of you - it is also a reflection of the organization you are representing."

**- IMPORTANT - THIS SECTION MUST BE COMPLETED -**

**Signature - Please read and sign the following statement:**

I certify, under penalty of law, that the information given in this application is correct and complete to the best of my knowledge.

Date 07/15/2013 Signature X \_\_\_\_\_

JACKIE WARNER

Louisville, KY

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**SUMMARY OF QUALIFICATIONS**

- 30 years of administrative/human resource experience
- Strong project management, time management and leadership skills
- Experienced in handling front-line positions requiring maturity, Sound judgment and confidentiality to sensitive situations
- Solid problem solving and keen insight in business matters
- Continuing professional development in leadership and human resources

**PROFESSIONAL EXPERIENCE**

<b>OFFICE OF THE COMMONWEALTH'S ATTORNEY, Jefferson Co.</b>	1979-2012
Human Resources Administrator/Chief Financial Officer	1996-2012
Office Administrator	1992-1996
Assistant Office Administrator	1988-1992
Payroll Administrator	1985-1987
Administrative Secretary	1979-1984

- Develop and administer the Commonwealth's Attorney's \$5.5 million budget
- Serve as external budget coordinator liaison with State/Metro/Prosecutors Advisory Council/Louisville Metro Police Department and other government law enforcement agencies
- Oversee the recruitment and selection process of support staff and make recommendations to Commonwealth's Attorney regarding potential new hires
- Supervise support staff, building a strong work ethic, providing team building and cross-training resulting in improved work flow
- Participate in developing strategic plans and administrative policies

<b>SECURITY PACIFIC MORTGAGE CORPORATION</b>	1978-1979
Office Manager/Senior Funding Secretary	

- Handled all phases of the loan evaluation from application through approval
- Acted as consultant to loan processors regarding FHA,VA and FNMA guidelines
- Supervised work of loan processing staff

**EDUCATION & CERTIFICATIONS:**

Professional in Human Resources Certification  
Certified Public Manager  
Associate Degree in Secretarial Science  
High School Diploma

HR Certification Institute  
Kentucky State University  
Jefferson Community College  
DuPont Manual High School

**Professional Development:**

- Ongoing training in the areas of legal, financial and human resources management.

**Affiliations:**

- Society for Human Resource Management (SHRM)
- Louisville Society for Human Resource Management (LSHRM)
- Association of Legal Administrators (ALA)
- Kentucky Chapter Association of Legal Administrators (KYALA)

References Available Upon Request.



Criminal Identification and Records Branch  
Criminal Records Dissemination Section  
1266 Louisville Road  
Frankfort, KY 40601  
Phone (502) 227-8700 or via Web @ www.kentuckystatepolice.org

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**Requesting Agency:**

KENTUCKY RETIREMENT SYSTEMS  
1260 LOUISVILLE ROAD  
FRANKFORT, KY 40601

**Report Date:** August 1, 2013

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**Subject of Criminal Record Check:**

**Name:** WARNER, JACQUELINE KAY SMITH  
**Search Type:** Employment

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**Criminal History Search Results:**

A Criminal History record was NOT found on the above individual.

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**Sex Offender Registry Search Results:**

The above individual is not currently listed on the Dru Sjodin National Sex Offender Public Website.

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The Kentucky State Police Criminal Records Section has conducted a search of the Kentucky Computerized Criminal History (CCH) Repository on the individual listed above. The Repository does not necessarily contain all arrest data, but only that which has been reported to the Kentucky CCH and is available for the dissemination under state and federal law.

Certified By: \_\_\_\_\_

*K. Winkle*