

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
June 23, 2014

**Meeting Call to Order:** The meeting was called to order at 8:06 a.m.

**Roll Call and Guests:**

Present: Ron Berrey, Kevin Cantwell, Luanne Cundiff, Linda Haberstroh, Larry Marty, Jill Skyles, Andrea Robertson and Steve Stahl

Absent: Nancy Matheny (out of town)

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Katrina McDonald (Crider Health Center), Kelly Broecker and Tabitha Demas (Preferred Family Healthcare), Denise Fondren (Our Lady's Inn), Jerry Marks and Tanya Mark (Lutheran Family & Children's Services), Miriam Mahan (Sts. Joachim & Ann Care Service), Sissy Swift (The Child Center), Denise Liebel (United Services), Tom Duff and Saundra Barker (Catholic Family Services), DiAnne Mueller (Crisis Nursery), Cristy Bilhorn (Behavioral Health Response), Brenda Petruso (ThriVe St. Louis) and Barb Griffith (Community Living)

**Approval of Minutes:** A motion was made to approve the minutes of the May 19, 2014 board meeting. (M.S.P.: Marty/Stahl) – Motion passed.

**Public Comment:** Katrina from Crider Health Center welcomed the Board to Crider Health Center and thanked the CCRB for their partnership. Katrina introduced Jamie Barton, Community Health Liaison at Crider Health Center.

Carissa Figgins from The Sparrow's Nest Maternity Home in O'Fallon announced that they have received their license and is now open for teen moms and their babies.

**Report of the Chair:** Kevin Cantwell thanked Crider Health Center for hosting the CCRB board meeting. Kevin reported that he has begun calling St. Charles County school districts to discuss their policies and procedures. Kevin reported that he spoke to one school district. He asked the school to share their prevention manual with the CCRB. Kevin will continue to call other school districts.

**Report of the Treasurer:** Luanne Cundiff reported on the five-month statement ending May 31, 2014. Actual tax revenues collected were \$535,732 on a budget amount of \$505,381. No Investment income was accrued. Fundraising of \$6,402.26 was for the Shower of Love. Total revenue for May was \$542,156 on a budget of \$494,964. Expenditure requests for May services totaled \$487,592 on a budget amount of \$540,531. Explanations of the 21 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (crisis interventions-phone), Bridgeway Behavioral Health (individual, family and group counseling), Children's Home Society (home based), Community Living (respite), Crider Health Center (wraparound), Crisis Nursery (respite-St. Charles), Lutheran Family & Children's Services (counseling), NAMI (basic groups), Nurses for Newborns (home based), St. Joachim & Ann Care Service (home based services), Youth In Need (counseling and transitional living program) and Eleventh Circuit Family Court (supervised visitation) were due to high demand. Behavioral Health Response (presentations), Catholic Family Services (crisis interventions), Crider Health Center (Pinocchio and school based mental health specialist-non Medicaid), Preferred Family Healthcare (Teams of Concern-school based, Teams of Concern-counseling and Teams of

Concern-case management), United Services (IBIC) and Youth In Need (teen mothers) were due to school based usage. Under Supplies in Administration, there is a negative \$18.21 for reimbursement of Shower of Love tshirts.

Luanne Cundiff reported that she met with Bruce Sowatsky and conducted a random sampling of the checks written. Luanne also verified the checks to billing on the CCRB's portal. Luanne and Bruce both reviewed the CCRB's financials for April and compared agency requests online to the financial reports to checks written. All information was 100% accurate and there were no discrepancies.

Bruce reported that revenues are up \$70,000 and 2.2% year to date compared to 2013.

A motion was made to approve the advance of \$487,600. (M.S.P.: Cundiff/Cantwell) – Motion passed.

A motion was made to approve the Treasurer's Report as presented. (M.S.P.: Skyles/Berrey) – Motion passed.

**Report of Standing Committees:**

- Children's Trust Fund: Bruce Sowatsky reported that the CCRB's reapplication for CTF partnership was submitted. The mid-year CTF report is due July 31.
- Finance: No Finance Committee Report.
- Personnel: No Personnel Committee Report.
- Executive – Policies and Procedures: No Executive Policies and Procedures Report.
- Strategic Planning: Ron Berrey reported that he met with Bruce Sowatsky about the CCRB's strategic planning for 2015-2017. Ron suggested the following for topics: succession planning, staffing, benefits review, Ready By 21 campaign, satisfaction survey, review of prevention programming and community impact. Ron asked for the board members' input and feedback for topics.

Bruce asked the agencies for their input and feedback for the strategic planning. Bruce reported that he will be interviewing a strategic planning facilitator next week.

Linda Haberstroh recommended Collaborative Strategies as a facilitator for the CCRB's strategic planning.

A motion was made to approve the Standing Committee Reports as presented. (M.S.P.: Cundiff/Marty) – Motion passed.

**Report of Executive Director:** Bruce Sowatsky reported:

- Bruce serves as the Vice Chair for COAD. He is working with the committee to draft short and long term plans in the event of natural and man-made disasters as they involve children's mental health.
- Bruce is on the leadership council for Ready By 21. The group continues to build the framework and increase partners with this initiative.
- Bruce reported that he talked to Jeff Marion, Superintendent at St. Charles School District about the increase in truancy in the school district. Bruce discussed ways to partner with agencies and the school district to address truancy.

- An agency meeting schedule with Bruce and Jan to discuss agencies' utilization rates at mid-year and 2015 proposals is available at today's meeting and will also be emailed out for sign up.
- Bruce reported that an amendment made by Rep. Curtis was added to the SB493, the school transfer bill. It only impacted St. Louis County, and it was reported that the Governor will likely veto the bill. There is some concern about an override. Bruce is looking at legislative solutions for next year.

A motion was made to approve the Executive Director's Report as presented.  
(M.S.P.: Haberstroh/Marty) – Motion passed.

**Old Business:** Bruce asked for agencies to share their feedback about the CCRB's funding priorities for 2015.

Miriam Mahan from Sts. Joachim & Ann Care Service reported their agency has a great need for additional home based services. Miriam shared that she has been convening with Children's Hospital and other groups. They are discussing strategies to help children with asthma due to mold in their homes and ways to improve the quality of their homes and lives which impact all facets of childrens' lives, including school.

Kelly Broeker from Preferred Family Healthcare reported that psychiatric services are in high demand for PFH as they have been seeing more elementary-aged children with parents with substance abuse issues.

Bruce shared Kids Count data which shows increasing percentages of child abuse/neglect and teen violent deaths. Agency staff and board members gave feedback on priorities for 2015 CCRB funding.

A motion was made to designate the 2015 funding priorities as: child abuse prevention, suicide prevention, drug awareness, and psychiatry services. (M.S.P.: Berrey/Marty) – Motion passed

**New Business:** Bruce Sowatsky discussed the CCRB's option to participate in a Repo Sweet Account. Board members discussed this option. No motion was made.

Bruce discussed the Missouri Ethics Commission policy renewal.

A motion was made to readopt the Missouri Ethics Commission conflict of interest ordinance.  
(M.S.P.: Skyles/Marty) – Motion passed.

**Announcements:**

Jerry Marks from Lutheran Family & Children's Services announced:

- On July 5, Lutheran Family & Children's Service office is moving to 9666 Olive in St. Louis.
- On August 23, Lutheran's Helping Hands auction will be held at Four Seasons.
- This summer, Thrivent is hosting a BBQ fundraiser at Lutheran's West Clay office.

Linda Haberstroh thanked Bruce Sowatsky for emceeding the BJC Foundation "Turtle Float" on June 22 at New Town. Linda also announced that Pedal the Cause, team "Cancer is Gross" is

looking for additional riders for their fundraising event. To register, visit [www.pedalthecause.com](http://www.pedalthecause.com) and register with “Cancer is Gross.”

Andrea Robertson announced that Triflare will be hosting a fashion show on June 26 to benefit Pedal the Cause.

United Services is hosting their annual dinner auction on August 16 at Ameristar.

Bruce Sowatsky announced that Boys & Girls Club’s new facility is open and serving St. Charles County youth.

**Adjournment:** A motion was made to adjourn the meeting at 9:30 a.m. (M.S.P.: Skyles/Berrey) – Motion passed.