

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
February 23, 2015

**Meeting Call to Order:** The meeting was called to order at 8:03 a.m.

**Roll Call and Guests:**

Present: Dave Beckering, Ron Berrey, Luanne Cundiff, Molly Dempsey, Larry Marty and Andrea Robertson

Absent: Kevin Cantwell (work), Linda Haberstroh (vacation) and Nancy Matheny (out of town)

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Katrina McDonald (Crider Health Center), Kelly Broeker (Preferred Family Healthcare), Sissy Swift (The Child Center), Lauri Cross Fink (Catholic Family Services), Denise Gould (FACT), Michelle Gorman (Youth in Need), Sabrina Kuznecoff (The Child Center), Barbara Penuel (Bridgeway), DiAnne Mueller (Crisis Nursery), Denise Liebel (United Services), Jerry Marks (Lutheran Family & Children's Services) and Katie Kaufmann (Ready by 21)

**Approval of Minutes:** A motion was made to approve the minutes of the January 26, 2015 board meeting as amended. (M.S.P.: Beckering/Marty) – Motion passed.

**Public Comment:** Barb Penuel welcomed the board to Bridgeway and gave the Board an update on their agency.

**Report of the Chair:** Vice Chair Ron Berrey acted as Chair of the meeting. Kevin Cantwell was on a business trip. There was no report of the Chair.

**Report of the Treasurer:** Luanne Cundiff reported on the one-month statement ending January 31, 2015. The Services Fund is \$1,333,436. Current Assets are \$2,365,228. Actual tax revenues collected were \$614,990 on a budget amount of \$552,090. Investment income accrued was \$1,675 on a budget of \$1,000. Total revenue for January was \$616,716 on a budget of \$541,340. Expenditure requests for January services totaled \$755,328 on a budget amount of \$585,828. Explanations of the 31 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (mobile outreach, crisis intervention-phone and texting), Bridgeway Behavioral Health (group counseling, Catholic Family Services (counseling), CHADS (home based services), Children's Home Society (counseling and home based services), Community Living (respite), Foster & Adoptive Care Coalition (crisis intervention), Lutheran Family & Children's Services (counseling), Nurses for Newborns (home based services), Preferred Family Healthcare (IOP assessments, individual counseling, family counseling and case management) and Youth In Need (counseling and transitional living program) were due to high demand. Catholic Family Services (crisis interventions), The Child Center (prevention), Crider Health Center (Pinocchio, prevention and school based mental health specialist), Preferred Family Healthcare (Teams of Concern-counseling, case management and prevention), Thrive (prevention), and Youth In Need (Safe Place and teen mothers) and were due to school based usage. Crider Health Center (parent partner-Medicaid school based mental health specialist-Medicaid) were above the variance because the quarterly payment was made to the State of Missouri. In Administration, Health Benefits was up because we paid the past due balance as we switched programs within Anthem, and Web Management is due to costs associated with revamping the CCRB website.

Luanne reported that the January wire transfer was approximately \$90,000 less than what was needed to cover costs for the month. To cover that deficiency, \$20,000 will be included in this month's wire transfer amount.

Bruce reported that December 2014 revenues were down compared to last year. Revenues are up 10% for the year compared to 2014. Bruce reported that he is working on financial forecasting based on 15 years of data.

Luanne Cundiff reported that she completed a random sampling of CCRB invoices and bills paid.

A motion was made to approve a wire-transfer for \$775,000 for the month of January. (M.S.P.: Marty/Beckering) – Motion passed.

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

### **Report of Standing Committees:**

- Children's Trust Fund: Bruce Sowatsky reported that the Children's Trust Fund had audited the CCRB and everything was in excellent condition.
- Finance: No Finance Committee report.
- Personnel: No Personnel Committee report.
- Executive – Policies and Procedures: Larry Marty reported that he met with Bruce Sowatsky and Jan Lewien to review changes in Policies and Procedures. Areas of 2015 review are succession planning, supplemental funding, review of record retention, review of credit card usage policies, and the current management section. The committee will have a first reading of revisions of the management section at the March board meeting, followed by a vote. The committee will meet in March to review succession planning, credit card usage, and supplemental funding policies in order to have a first reading at the April meeting.
- Strategic Planning: Bruce Sowatsky reported that the CCRB Strategic Planning was emailed to board members last month.

A motion was made to approve the CCRB Strategic Plan as presented. (M.S.P.: Cundiff/Robertson) – Motion passed.

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

- Bruce gave a legislative update.
  - Senate Bill 22. This school-transfer bill has gone through a hearing. The language in the bill affects St. Louis County service fund only. Bruce will continue to monitor the bill.
  - House Bill 909. Representative Curtis introduced the bill to add services to the statute on what is allowable. He is recommending a needs assessment, that contracted agency have a plan to address low income families, and adds preventative services to prevent substance abuse and emotional abuse. More concerning, he wants to add Missouri Youth Fund Legislative Oversight Committee that will be overseen by 3 Representatives and 3 Senators that each of the board would have to present to on an annual basis about their compliance. They would also determine what our best

practices for agencies are. They had two readings, and it hasn't been assigned to a committee yet.

- Our language for our proposed legislation got through research. JoAnn Lykem rewrote some things. Anne Zerr is working on putting it into bill form. This proposed legislation could also change the requirements for surety/bond and D & O insurance.
- The auditors completed their site visit to the CCRB for the audit. The auditors are expecting to present the report to the Board in April or May.
- Bruce discussed the CCRB's history and funding philosophy.

Jan Lewien reported that the agencies have submitted their annual reports. Outcome goal attainment was almost 95%. Over 71,000 children received services through the CCRB Fund.

Katie Kaufmann from Ready By 21 presented information about Ready by 21 and Collective Impact.

**Old Business:** No Old Business.

**New Business:** No New Business.

**Announcements:**

Denise Gould from FACT their Hopes & Dreams Gala on April 17. Bruce Sowatsky will be one of the honorees at the Gala.

DiAnne Mueller from Crisis Nursery announced their Razzle Dazzle Ball on March 28.

Barbara Griffith announced Community Living's Legacy Ball on March 7.

Sissy Swift announced the Child Center's conference on April 25.

Katrina McDonald announced Crider Health Center's mouse race on March 6 and Mud Run on May 2.

**Adjournment:** A motion was made to adjourn the meeting at 8:55 a.m.  
(M.S.P.: Beckering/Marty) – Motion passed.