

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

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

Roll Call and Guests:

Present: Dave Beckering, Kevin Cantwell, Luanne Cundiff, Molly Dempsey, Linda Haberstroh, Larry Marty, Nancy Matheny and Andrea Robertson

Absent: Ron Berrey (out of town)

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Vicky Walker (Crider Health Center), Kelly Broeker (Preferred Family Healthcare), Lauri Cross Fink (Catholic Family Services), Michelle Gorman (Youth in Need), DiAnne Mueller (Crisis Nursery), Jerry Marks (Lutheran Family & Children's Services), Marian McCord (CHADS), Matthew O'Neil and Ronald Key (Salvation Army), Denise Fondren (Our Lady's Inn), Miriam Mahan (Sts. Joachim & Ann Care), Craig Leavell (Boys & Girls Club), and Tony Bryan (Center for Autism Education)

Approval of Minutes: A motion was made to approve the minutes of the February 23, 2015 board meeting. (M.S.P.: Berrey/Dempsey) – Motion passed.

Public Comment: Marian McCord from CHADS Coalition reported that CHADS' services are being highly utilized and will be out of funds by April.

Craig Leavell from The Boys & Girls Club welcomed the Board and provided an update on their agency.

Report of the Auditor: Mike Williams from Hochschild, Bloom & Company gave the CCRB's audit report for 2014. No deficiencies were noted and the audit was clean.

A motion was made to approve the Report of the Auditor as presented. (M.S.P.: Cundiff/Beckering) – Motion passed.

Report of the Chair: Kevin Cantwell thanked the Boys & Girls Club for hosting the board meeting. Kevin commended Jan Lewien for her work on the new CCRB website. Kevin reported that the CCRB board committee assignments are:

- Children's Trust Fund: Andrea Robertson, Nancy Matheny and Molly Dempsey
- Finance: Luanne Cundiff, Nancy Matheny and Kevin Cantwell
- Personnel: Ron Berrey, Andrea Robertson and Dave Beckering
- Executive Policies and Procedures: Larry Marty, Linda Haberstroh and Dave Beckering

Report of the Treasurer: Luanne Cundiff reported on the two-month statement ending February 28, 2015. The Services Fund is \$1,457,400. Current Assets are \$2,078,336. Actual tax revenues collected were \$468,586 on a budget amount of \$552,090. No investment income accrued. Total revenue for February was \$468,586 on a budget of \$541,340. Expenditure requests for February services totaled \$634,982 on a budget amount of \$585,828. Explanations of the 32 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (crisis intervention-phone),

Bridgeway Behavioral Health (group counseling), Catholic Family Services (counseling), Catholic Family Services (counseling), CHADS (home based services), Children's Home Society (counseling, home based services and psychological assessments), NAMI (basics and support), Nurses for Newborns (home based services), Preferred Family Healthcare (outpatient assessments, group counseling and family counseling), Sts. Joachim & Ann Care Service (home based), Eleventh Circuit Family Court (supervised visitation) and Youth in Need (counseling, crisis interventions and transitional living program) were due to high demand. Catholic Family Services (crisis interventions and prevention), The Child Center (prevention), Crider Health Center (Pinocchio, prevention and school based mental health specialist), KUTO (prevention), Preferred Family Healthcare (Teams of Concern-counseling and case management), Thrive (prevention), United Services (IBIC) and Youth In Need (crisis interventions-presentations, Safe Place and teen mothers) were due to school based usage. Bethany Christian Service (respite) and Boys & Girls Club (community based) were above the variance because two months of billing was submitted. It was noted that Behavioral Health Response (texting) has spent all their allocated funds. In Administration, Audit was up because the first down payment was made for the yearly CCRB audit. Supplies were up because supplies were purchased for the Shower of Love.

Bruce reported that revenues are up 14.4% for the first quarter. March was up 23.1% compared to last year.

Luanne Cundiff reported that the EDC had a press release announcing that annual retail sales were \$5.4 billion in St. Charles County in 2014.

Luanne reported that she completed a random sampling of CCRB invoices and bills paid. No discrepancies were noted.

A motion was made to approve a wire-transfer for \$635,000 for the month of February. (M.S.P.: Matheny/Marty) – Motion passed.

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

Report of Standing Committees:

- Children's Trust Fund: No Children's Trust Fund report.
- Finance: No Finance Committee report.
- Personnel: Bruce Sowatsky reported that the Personnel Committee will be meeting to review the Succession Plan and Sick Leave Benefits, per the auditor's recommendations.
- Executive – Policies and Procedures: Larry Marty reported on: 1) Management policy changes, 2) first reading of the strategic plan and operational planning, supplemental and capital funding and credit card usage and 3) media interaction. The Management section will be given to the Personnel Committee for review on the succession policy. The Committees will work together to implement the 4) Management section, retention and destruction policy of records.
- Strategic Planning: No Strategic Planning report.

Report of Executive Director: Bruce Sowatsky reported:

- Bruce gave a legislative update.
 - SB22, the School Transfer Bill: Currently, it has language that impacts St. Louis County only for two years. Requires them to use 5% of their funds on unaccredited districts based on needs assessments.
 - HB1045, sponsored by Rep. Zerr. Bruce, Annie Schulte and Kelly Wallis testified in favor of the bill. The bill requires a vote of the people who passed the tax to add more services to the menu and allows oversight board the option of choosing which insurance protection they desire rather than forcing them to have insurance and a surety bond. The bill goes next to the Select Committee on Social Services.
 - HB909, HB1059, HB1363, HB1364, sponsored by Rep. Curtis. These bills add services to the menu, including transportation and other preventative services, adds a legislative oversight panel of 6 legislators who will oversee compliance to contracts and will determine best practices, and focuses funding on low-income families. None of these bills have been assigned to committees for a hearing. Watching for attempts to add his bills to other bills as amendments.
- CCRB annual report is complete. Bruce and Jan will present to community service clubs about the impact the CCRB is having in the community.
- Connie Cunningham will be the new Executive Director at St. Louis County Children's Services Fund starting on April 1.
- Jan Lewien began the CCRB's Spring agency site visits.
- Bruce is working on a needs assessment questionnaire for transition-age youth for the Behavioral Health Network.
- Bruce is working on an analysis of CCRB revenue and projection for future years.
- Bruce will be receiving awards at the FACT gala on April 17 and The Child Center's gala on April 25 and invited board members to attend.
- Bruce discussed the CCRB's service categories.

Old Business: No Old Business.

New Business: Larry Marty presented Management Policy changes.

A motion was made to approve the Management Policy changes as presented.
(M.S.P.: Cundiff/Dempsey) – Motion passed.

Larry Marty presented the first reading of the CCRB's Credit Card and Supplemental Funding Policies. A second reading will be held next month, with a possible vote.

Announcements:

Jerry Marks from Lutheran Family & Children's Services announced that they have partnered with Lutherans for Life and have two events: 1) On April 15, a resource fair for special needs students will be held at Lutheran High school. The resource fair will also include a meeting for pastors and school administrators to discuss inclusion for children with special needs. 2) On May 16, a fun fair will be held at Zion Lutheran Church for families with children with special needs. Pre-registration is required for the fun fair.

Larry Marty reported that Lutheran High School in St. Charles County has the Jeremiah program; a program for students with special needs. This is the only secondary school in the region that offers this program.

Linda Haberstroh announced the Athena Summit and Luncheon on May 9.

DiAnne Mueller announced that Crisis Nursery and Bridgeway will be hosting a training seminar about heroin on May 15 at Maryville University.

Lauri Cross-Fink from Catholic Family Services announced their Divorce Support Groups for Children will start new sessions beginning April 13.

Kelly Broeker from Preferred Family Healthcare announced their Easter egg hunt on April 2 at Null Elementary at 5:30 p.m.

Adjournment: A motion was made to adjourn the meeting at 9:04 a.m.
(M.S.P.: Beckering/Marty) – Motion passed.