

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
April 27, 2015

Meeting Call to Order: The meeting was called to order at 8:02 a.m.

Roll Call and Guests:

Present: Ron Berrey, Kevin Cantwell, Molly Dempsey, Linda Haberstroh, Larry Marty and Nancy Matheny

Absent: Dave Beckering (personal), Luanne Cundiff (work) and Andrea Robertson (personal)

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Kelly Broeker (Preferred Family Healthcare), Lauri Cross Fink (Catholic Family Services), DiAnne Mueller (Crisis Nursery), Jerry Marks (Lutheran Family & Children's Services), Angelica ONeill and Daria Winker (Our Lady's Inn), Pam Struckhoff (Sts. Joachim & Ann Care), Tony Bryan (Center for Autism Education), Jan Burkemper (CenterPointe Hospital), Sissy Swift (The Child Center), Cristy Bilhorn (Behavioral Health Response), Sabrina Kuznecoff (The Child Center), Heather Lytle (FACT), Brenda Petruso (ThriVe), and Katrina McDonald (Crider Health Center)

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

Public Comment: Heather Lytle from FACT welcomed the Board and gave an update on the Partnership with Families program that is funded through the CCRB.

Report of the Chair: No Report of the Chair

Report of the Treasurer: Bruce Sowatsky reported on the three-month statement ending March 31, 2015. The Services Fund is \$1,373,000. Current Assets are \$2,041,352. Actual tax revenues collected were \$596,259 on a budget amount of \$552,090. Investment income was \$836 on a budget of \$1,000. Total revenue for March was \$597,095 on a budget of \$541,340. Expenditure requests for March services totaled \$681,124 on a budget amount of \$585,828. Explanations of the 36 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (phone and mobile outreach), Boys & Girls Club (community based), Catholic Family Services (counseling), CHADS (home based services), Children's Home Society (home based services, psychological assessments and respite), Crider Health Center (care coordination, family assistance and parent partner), Lutheran Family & Children's Services (counseling), NAMI (basics), Nurses for Newborns (home based services), Preferred Family Healthcare (outpatient intakes, individual counseling, group counseling, family counseling, case management and drug tests), Sts. Joachim & Ann Care Service (home based), and Youth in Need (counseling and transitional living program) were due to high demand. Catholic Family Services (crisis interventions and prevention), CHADS (prevention), The Child Center (prevention), Crider Health Center (Pinocchio, prevention and school based mental health specialist), KUTO (ASIST training), Preferred Family Healthcare (Teams of Concern-counseling, case management and prevention), Thrive (prevention), and Youth In Need (teen mothers) were due to school based usage. In Administration, Supplies were up because supplies were purchased for the Shower of Love. Web management is above the variance because the final payment was made to Tracker Designs for the new webpage design.

Bruce reported that revenues are up 12% for the month, and up 13.8% for this year compared to last year.

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

A motion was made to approve a wire-transfer for \$681,000 for the month of March. (M.S.P.: Matheny/Marty) – Motion passed.

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

Report of Standing Committees:

- Children's Trust Fund: No Children's Trust Fund report.
- Finance: No Finance Committee report.
- Personnel: Ron Berrey reported that the Personnel Committee met to review the Succession Plan and Sick Leave Benefits. The Personnel Committee gave their recommendations to the Executive – Policies and Procedures Committee.
- Executive – Policies and Procedures: Larry Marty reported that the second reading of the Credit Card and Supplemental Funding Policies and the first reading of the Succession Planning and Sick Leave Policy will be presented today.
- Strategic Planning: No Strategic Planning report.

Report of Executive Director: Bruce Sowatsky reported:

- Bruce gave a legislative update.
 - SB42, the School Transfer Bill: Includes language impacting St. Louis County only.
 - HB976/HB1045, sponsored by Rep. Zerr. Bruce will be presenting at the hearing tomorrow.
 - HB909, HB1059, HB1363, HB1364, sponsored by Rep. Curtis. Bruce continues to monitor potential attempts to add these bills to other bills as amendments.
- The Shower of Love grocery store collection drive will be Thursday, April 30 at 21 stores.
- St. Charles County was ranked number one by the Kids Count.
- Bruce sent a survey to school personnel about service priorities. In May, waitlist information will be presented to board members. Agencies will be able to present service priorities information at the May board meeting.
- The Child Center presented the CCRB with an award on at their gala on April 25.
- The CCRB board meeting will be on May 18 at the Community Commons.
- Bruce thanked Board members for completing the Financial Disclosure form for the Missouri Ethics Commission. Bruce distributed the CCRB's Conflict of Interest form to Board members and asked for it to be returned today if possible.
- Bruce continued his discussion on the CCRB's service categories.

Old Business: Larry Marty presented the second reading of the CCRB's Credit Card and Supplemental Funding Policies.

A motion was made to approve the CCRB's Credit Card Policy, 1.0. (M.S.P.: Marty/Matheny) – Motion passed.

A motion was made to approve the CCRB's Supplemental Funding Policies, 1.0.1. (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to approve the CCRB's Credit Card and Supplemental Funding Policies, 31.0. (M.S.P.: Berrey/Dempsey) – Motion passed.

New Business: Larry Marty presented the first reading of the Succession Planning and Sick Leave Policy recommendations. Board members received a copy of the recommendations via email. A second reading will be held at the May board meeting. Bruce reported that the Succession Planning and Sick Leave Policy recommendations will also be emailed to partnering agencies for their input.

Announcements:

Brenda Petruso announced that she is retiring from Thrive.

Kelly Broeker from Preferred Family Healthcare announced their Hope Fest on May 9 from 11 a.m. to 5 p.m. at Westhoff Park in O'Fallon.

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

Katrina Harper announced that Preferred Family Healthcare received a national award for their Avatar program.

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

Jan Burkemper from CenterPointe Hospital announced their Defeating Bullying workshop at the St. Charles Convention Center on May 8.

Adjournment: A motion was made to adjourn the meeting at 8:43 a.m. (M.S.P.: Haberstroh/Marty) – Motion passed.