

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
June 27, 2016

Meeting Call to Order: The meeting was called to order at 8:01 a.m.

Roll Call and Guests:

Present: Ron Berrey, Kevin Cantwell, Linda Haberstroh, Larry Marty, Nancy Matheny and Allison Onder

Absent: Dave Beckering and Molly Dempsey

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Heather Lytle (FACT), Katrina McDonald (Crider Health Center), Tysa Coleman (The Child Center), Angelica O'Neill (Our Lady's Inn), Sheri Wiltse (Community Living), Cristy Bilhorn (Behavioral Health Response), Linda Yates (Sts. Joachim & Ann Care Service), Carissa Figgins (The Sparrow's Nest), DiAnne Mueller (Crisis Nursery), Kathy Thompson (LINC), Denise Liebel (United Services), Juvaughn Baker (ThriVe), Madison Witte (Bethany Christian Services), Melinda Ohlemiller (Nurses for Newborns), Anna Marie Wehr (Megan Meier Foundation), Gregory Dahl (Community Psychological Service), Kristi Machica (Youth in Need), Beth Sailors (Preferred Family Healthcare), Jerry Marks (Lutheran Family and Children's Services), Mike Whelan (Good Shepherd)

Approval of Minutes: A motion was made to approve the minutes of the May 23, 2016 board meeting. (M.S.P.: Berrey/Matheny) – Motion passed.

Public Comment: United Services was the host for the month. Denise Liebel thanked the board for their partnership and gave an update on the impact their services have on St. Charles County children and their families.

The following agencies commented about 2017 Funding Priorities:

Kristi Machica from Youth in Need reported that there are seeing a high demand for counseling, therapeutic supervised visitation and transitional living services.

DiAnne Mueller from Crisis Nursery reported that child abuse prevention is a great need in our community.

Beth Sailors from Preferred Family Healthcare reported that transitional aged youth (17 to 19 years old) in substance abuse disorder treatment, their alumni program and transitional living services are funding priorities at PFH.

Carissa Figgins from The Sparrow's Nest Maternity Home also reported that transitional living programs are a great need in our community.

Cristy Bilhorn from Behavioral Health Response reported their services continue to be in high demand.

Melinda Ohlemiller from Nurses for Newborns reported prevention services for the families they serve are greatly needed.

Katrina McDonald from Crider Health Center reported certified community health centers are changing the payment structure, state 1115 waiver young adults eligible for Medicaid. Katrina reported that the Pinocchio program is a priority for Crider Health Center.

Jerry Marks from Lutheran Family and Children's Services reported that their counseling continues to be in high demand.

Madison Witte from Bethany Christian Services reported that their Safe Families for Children program continues to grow and is in high demand.

Denise Liebel from United Services reported early intervention (children 18 months to 3 years old) with and autism diagnosis and their IBIC program continues to be a great need in St. Charles County.

Anna Marie Wehr from Megan Meier Foundation reported that they have had some delays with getting their counseling resource center up and running. However, a counselor is now in place and will start seeing the clients on the waitlist. An Open House will be August 3 from 2:00 to 6:00 p.m. at their office at 515 Jefferson in St. Charles.

Kevin Cantwell asked partnering agency staff to explain about the transportation problems that their clients have and how it could be addressed.

- Katrina McDonald from Crider Health Center reported that after-school transportation is a high need at Crider Health Center.
- Carissa Figgins from The Sparrow's Nest also also reported that after-school transportation for their clients is a high need.
- Cristy Bilhorn from Behavioral Health Response reported that transportation to services is an issue that their clients are faced with.
- Linda Haberstroh commented that some of the transportation challenges could be met if a bus service could be set up with routes on the Highway 40 and Highway 70 corridors.

Report of the Chair: Kevin Cantwell reported that he reviewed the CCRB's financials and commented that there are 20 line items that have 70% of their funding and above left unspent. Three line items have 100% unspent. Kevin asked agencies to turn in billing if they haven't done so.

Report of the Treasurer: Nancy Matheny reported on the five-month statement ending May 31, 2016. The Services Fund balance is \$592,745 and Current Assets are \$1,760,064. Actual tax revenues collected were \$419,015 on a budget amount of \$587,700. Total revenue for

May was \$424,577 on a budget of \$581,025. Expenditure requests for May services totaled \$631,716 on a budget amount of \$608,163. Explanations of the 20 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (mobile outreach), Boys & Girls Club (center based services), Children's Home Society (counseling, psychological assessments and respite), Community Living (respite), LINC (wraparound), Nurses for Newborns (home based services), Our Lady's Inn (services for mothers), Preferred Family Healthcare (individual counseling), Sts. Joachim & Ann Care Service (home based services) and Youth in Need (transitional living program) were due to high demand. Catholic Family Services (crisis interventions), Crider Health Center (school based mental health specialist), United Services for Children (IBIC) and Youth in Need (Safe Place) were due to school-based usage. Crider Health Center (school based mental health specialist-Medicaid) and FACT (parent partners) were above the variance because the quarterly payment was made to the State of Missouri.

A motion was made to approve a wire-transfer for \$631,700 for the month of May. (M.S.P.: Matheny/Marty) – Motion passed.

Bruce reported that all of CCRB invoices and bills paid were completed with 100% accuracy.

Report of Standing Committees:

- Children's Trust Fund: No Children's Trust Fund report.
- 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 the Strategic Planning committee met in May to discuss the Logic Model and will also meet again in August. Bruce Sowatsky reported that Jan Lewien is continuing to work on the Logic Models for Transitional Living Services and Temporary Shelter Services.

Report of Executive Director: Bruce Sowatsky reported:

- Bruce reported that Cyndi Berry will complete the baseline data study in July, so that we can show our community impacts.
- Staff have been verifying documents in our cloud-based system and adding new documents so that we can shred hard copies according to our record retention policies.

Jan Lewien reported on the Spring CCRB partnering agency site audit report. Bruce Sowatsky, Jan Lewien and Michelle McElfresh conducted the site visits. There were 40 programs and 710 files reviewed, and an overall compliance rate of 98.4%.

Old Business: Board members discussed 2017 funding priorities.

A motion was made to set the CCRB's 2017 funding priorities as transitional living services, counseling, early intervention, substance abuse and school-based therapists. (M.S.P.: Berrey/Haberstroh) – Motion passed.

Nancy Matheny posed a question concerning using the CCRB to organize a social service think tank conference. Nancy and Bruce will explore this possibility and report later to the board.

New Business: No New Business.

Announcements: No Announcements.

Adjournment: The meeting was adjourned at 9:00 a.m. (M.S.P.: Haberstroh/Berrey) – Motion passed.