

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
August 22, 2016

Meeting Call to Order: The meeting was called to order at 8:00 a.m.

Roll Call and Guests:

Present: Dave Beckering, Ron Berrey, Kevin Cantwell, Molly Dempsey, Linda Haberstroh
Larry Marty and Allison Onder

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Absent: Nancy Matheny

Guests: Katrina McDonald (Crider Health Center), Sissy Swift, Laura Cook and Amy Robbins
(The Child Center), Denise Fondren (Our Lady's Inn), Maria Huebner (Behavioral Health
Response), DiAnne Mueller (Crisis Nursery), Kathy Thompson (LINC), Cara Merritt (Youth in
Need), Kelly Broeker (Preferred Family Healthcare), Jerry Marks and Courtney Haggertt
(Lutheran Family and Children's Services), Linda Yates and Jack Lipin (Sts. Joachim & Ann
Care Service), Lauri Fink (Catholic Family Services), Sheri Wiltse (Community Living), Laura
Bickford and Heather Lytle (FACT), Melissa Daniel (Orchard Farm School District) and Cynthia
Berry (BOLD LLC)

Approval of Minutes: A motion was made to approve the minutes of the July 25, 2016 board
meeting. (M.S.P.: Beckering/Dempsey) – Motion passed.

Public Comment: Maria Huebner from Behavioral Health Response was the Partner Presenter
of the Month. Maria thanked the board for their partnership and gave an update on the impact
their services have on St. Charles County children and their families.

Report of the Chair: Kevin Cantwell thanked agency staff for submitting billing for
reimbursement.

**Dr. Cindy Berry's Report on Baseline Data Study on Community Impacts in St. Charles
County:** Dr. Berry reported on the study she conducted on child well-being from the time the
fund was formed until 2015. Her executive summary highlighted improvement trends and
community impacts.

Report of the Treasurer: Bruce Sowatsky reported on the seven-month statement ending
July 31 2016. The Services Fund balance is \$891,226 and Current Assets are \$2,058,929.
Actual tax revenues collected were \$661,508 on a budget amount of \$587,700. Investment
Income was \$1,825 on a budget of \$800. Total revenue for July was \$663,334 on a budget of
\$581,025. Expenditure requests for July services totaled \$542,008 on a budget amount of
\$608,163. Explanations of the 25 line items that were over the 5% variance and over \$1,000
included: Boys & Girls Club (center based services), Center for Autism (assessments and
workshops), The Child Center (forensic interviews), Children's Home Society (counseling, home
based services, psychological assessments and respite), Community Living (respite), Crider
Health Center (family assistance), Crisis Nursery (home based services), LINC (wraparound),

Nurses for Newborns (home based services), Our Lady's Inn (center based services), Sts. Joachim & Ann Care Service, Youth In Need (crisis interventions and shelter-room and board). Preferred Family Healthcare (outpatient and Teams of Concern) are above the variance because multiple months of billing were submitted for reimbursement. Behavioral Health Response (training) is due to school-based usage. In Administration, consulting is above the variance because of the baseline study conducted by Dr. Berry.

A motion was made to approve a wire-transfer for \$542,000 for the month of July. (M.S.P.: Berrey/Beckering) – Motion passed.

Bruce reported that revenues are up 6.6% year to date.

All of CCRB invoices and bills paid were completed with 100% accuracy.

Report of Standing Committees:

- Children's Trust Fund: Bruce Sowatsky reported that the CCRB has been re-approved as a Children's Trust Fund license plate partner.
- Finance: No Finance Committee report.
- Personnel: No Personnel Committee report.
- Executive – Policies and Procedures: No Executive Policies and Procedures report.
- Strategic Planning: Bruce reported that Jan Lewien is continuing to work on Logic Models and will present these to the board at a later date.

Report of Executive Director: Bruce Sowatsky reported:

- CCRB staff have updated Sharepoint files and shredding of outdated materials.
- 2017 funding applications have been completed and are available online.
- Agencies have submitted Form B (agency program history) on the portal. Board members have access to begin reading this information.
- Bruce met with seven new agencies that plan on applying for 2017 funding.
- Agencies have submitted mid-year reports and staff are completing summaries.
- The CCRB provided funding for a trauma-informed workshop, led by Heather Forbes, with over 400 people in attendance.

Old Business: No Old Business.

New Business:

Missouri Ethics Commission Statement Renewal: Bruce reported that the CCRB's Conflict of Interest Policy was emailed to board members prior to the board meeting for review.

Board members discussed the Missouri Ethics Commission Statement Renewal.

A motion was made to re-adopt the CCRB's Conflict of Interest Policy as presented. (M.S.P.: Haberstroh/Beckering) – Motion passed.

Supplemental Funding: In Nancy Matheny's absence, Bruce Sowatsky reported that the Finance committee met and discussed supplemental funding. Bruce had previously emailed the CCRB's financial information to board members for review. A spreadsheet showing revenues on two different growth models of 3% and 6.6% were discussed.

A motion was made to approve supplemental funding for \$90,000.00.
(M.S.P.: Berrey/Haberstroh) – Motion passed.

Bruce announced that Supplemental Funding applications are available online and are due by September 2 at 2:00 p.m. Board members will make funding decisions at the September 26 board meeting.

ATTACH Training: Bruce Sowatsky reported that he met with Pat Holterman-Hommes and Cara Merritt from Youth In Need. They have requested \$4,200 for an ATTACH training workshop in the St. Louis region in September which will train 10 therapists and numerous foster parents.

Melanie Scheetz from Foster & Adoptive Care Coalition shared about ATTACH Training and how it would impact the region.

Cara Merritt from Youth in Need reported that she has reached out to Crisis Nursery, Crider Health Center, The Child Center and Dr. Cox from the Wentzville School District. They are working on a collaborative effort for continued training and education after the ATTACH workshop.

Announcements: Bruce announced that KUTO will be offering ASIST Training on September 28-29 and November 29-30.

DiAnne Mueller from the Crisis Nursery announced the Celebrity Waiter Event on August 25 at West County Center.

Amy Robbins from The Child Center announced their Midwest Justice for Children conference on September 14-16 at the St. Charles Convention Center. Registration information is available at www.thechildcenter.com.

Kevin Cantwell congratulated Linda Haberstroh for being selected as one of the 2016 Most Influential Business Women by the St. Louis Business Journal.

Adjournment: A motion was made to adjourn the meeting at 8:41 a.m.
(M.S.P.: Berrey/Dempsey) – Motion passed.