

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
December 19, 2016

Meeting Call to Order: The meeting was called to order at 8:05 a.m.

Bruce Sowatsky thanked Kevin Cantwell and Nancy Matheny for their service to the CCRB board.

Roll Call and Guests:

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

Staff: Bruce Sowatsky, Jan Lewien and Michelle McElfresh

Guests: Cristy Bilhorn and Mandy Bowlin (Behavioral Health Response), Jodi Woessner (Big Brothers Big Sisters), Linda Sanchez (Boys & Girls Club), Tom Duff and Lauri Cross Fink (Catholic Family Services), Larry McCord (CHADS Coalition), Laura Cook, Amy Robins and Maggie Wiber (The Child Center), Sheri Wiltse (Community Living), Steve Bourne and Greg Dahl (Community Psychological), Katrina McDonald (Crider Health Center), DiAnne Mueller (Crisis Nursery), Matthew Maniaci (Epworth Children & Family Services), Heather Lytle (FACT), Michelle Vladova (Future Stars), Kathy Thompson (LINC), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier and Alex King (Megan Meier Foundation), Joyce Johnston (NAMI), Howard Weissman and Nichole Dawsey (NCADA), Melissa Ohlemiller (Nurses for Newborns), Denise Fondren (Our Lady's Inn), Kelly Broecker and Beth Sailors (Preferred Family Healthcare), Jack Lipin (Sts. Joachim & Ann Care Service), Karen Thomson (St. Louis LDA), Carissa Figgins and Mark Hollander (Sparrow's Nest), Juvaughn Baker (ThriVe), Denise Liebel (United Services), and Kristi Machica and Erin Strohbehn (Youth in Need)

Approval of Minutes: A motion was made to approve the minutes of the November 28, 2016 board meeting. (M.S.P.: Matheny/Beckering) – Motion passed.

Public Comment: No Public Comment.

Report of the Chair: No Report of the Chair.

Report of the Treasurer: Nancy Matheny reported on the eleven-month statement ending November 30, 2016. The Services Fund balance is \$752,471 and Current Assets are \$1,919,642. Actual tax revenues collected were \$471,444 on a budget amount of \$587,700. Total revenue for November was \$471,444 on a budget of \$581,025. Expenditure requests for November services totaled \$563,780 on a budget amount of \$615,670. Explanations of the 26 line items that were over the 5% variance and over \$1,000 included: CHADS (home based services), Children's Home Society (psychological assessments), Community Psychological (testing), Crider Health Center/FACT (parent partner), Crisis Nursery (home based and respite), Foster & Adoptive Care (home based), Megan Meier (counseling), Preferred Family Healthcare (Outpatient-individual counseling, family counseling, meds and labs, and intensive outpatient services) and Youth In

Need (counseling and transitional living program) were due to high demand. Catholic Family Services (crisis intervention), The Child Center (prevention), Crider Health Center (Pinocchio and prevention), KUTO (ASIST Training), Preferred Family Healthcare (Teams of Concern-intakes, school-based services, counseling, case management and presentations), United Services (behavioral), and Youth in Need (presentations) were above the variance due to school-based usage.

A motion was made to approve a wire-transfer for \$564,000 for the month of November. (M.S.P.: Matheny/Beckering) – Motion passed.

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

Report of Standing Committees:

- Children’s Trust Fund: Bruce Sowatsky reported that Children’s Trust Fund applications are due on December 23 by 2:00 p.m. It is anticipated that approximately \$13,000 will be available for distribution for 2017 CTF allocations.
- Finance: Nancy Matheny reported that the Finance committee met and will make a recommendation for the 2017 Administrative Budget in New Business.
- Personnel: Ron Berrey reported that the Personnel Committee discussed a revised vacation policy and will make a recommendation during New Business.
- Executive – Policies and Procedures: No Executive Policies and Procedures report.
- Strategic Planning: Bruce reported that Jan Lewien continues to work on Logic Models.

Report of Executive Director: Bruce Sowatsky reported:

- Bruce reported that he met with Jackson County representatives to provide consulting about their recently passed tax measure.

Old Business: No Old Business.

New Business:

Line Item Transfer Requests:

A motion was made to approve Behavioral Health Response’s line-item transfer request to increase texting by 10.3 units (\$1,082.60) by reducing Mental Health First Aid training by 4.6 units. (M.S.P.: Beckering/Marty) – Motion passed.

A motion was made to approve NAMI’s line-item transfer request to increase the helpline by 3 units (\$484.86) by reducing Basics and Support Groups by 2.8 units. (M.S.P.: Haberstroh/Berrey) – Motion passed.

Vacation Policy: Ron Berrey from the Personnel Committee discussed amending the vacation policy.

A motion was made to amend the vacation policy to 5 weeks of vacation for employees with 15 years of service. (M.S.P.: Haberstroh/Marty) – Motion passed.

Approval of 2017 Administrative Budget:

The 2017 CCRB Administrative Budget was discussed. Bruce Sowatsky distributed a report to Board members with projected costs for the CCRB.

A motion was made to approve the CCRB 2017 Administrative Budget of \$380,000. (M.S.P.: Matheny/Berrey) – Motion passed. A roll call vote was held and it was unanimously in favor.

2017 Services Budget

The 2017 CCRB Services Budget was discussed. Bruce Sowatsky reported that he and the Finance Committee met to discuss the 2017 CCRB services budget. Bruce provided Board members with a report on the proposed services budget. Bruce explained that St. Charles County will be using a 3% growth model for predicting money collected. Based on the County's prediction and the CCRB's increased 2016 revenue rates, the Finance Committee recommended using a 3% growth in Children's Services funding. Based on these calculations, the 2017 budget would \$7,187,000.00.

A motion was made to approve the 2017 Services Budget at the recommended \$7,187,000.00. (M.S.P.: Beckering/Marty) – Motion passed. A roll call vote was held and it was unanimously in favor.

2017 Services Funding

Bruce distributed a report to Board members with agency utilization projections for 2016. Bruce explained that the CCRB protected-funds procedure: If an agency's program is at 95% utilization or higher, the program's protected amount is 100% of their 2016 allocation. If an agency's program is lower than 95% utilization, the program protected amount is based on their projected 2016 utilization.

A motion was made to approve 2017 protected amount at \$6,608,218.44. (M.S.P.: Beckering/Dempsey) – Motion passed.

The board had previously read all applications and scored them. CCRB staff ranked-ordered the application results in priority and outside priority. These scores provided the order in which agency funding was discussed.

Bruce Sowatsky reported that \$578,781.56 is available for allocation for 2017 funding. The total amount requested is \$7,746,001.46.

Kevin Cantwell discussed the Boys and Girls Club's application with board members.

A motion was made put the Boys & Girls Club on probation for 2017. (M.S.P.: Beckering/Berrey). A roll call vote was held and it was unanimously in favor. Motion passed.

A motion was made to approve Crisis Nursery's (respite) request for \$15,881.15 to restore 1,387 units. (M.S.P.: Berrey/Dempsey) – Motion passed.

Crisis Nursery's (home based) request was discussed. No action required.

A motion was made to approve Lutheran Family & Children's Services' (counseling) for \$19,782.00 for an increase of 200 units. (M.S.P.: Haberstroh/Matheny) – Motion passed.

A motion was made to approve Youth In Need's (transitional living program) request for \$6,138.00 for a rate increase of \$3.00 per unit. (M.S.P.: Marty/Dempsey) – Motion passed.

A motion was made to approve Crider Health Center (Pinocchio) for \$33,400.00 to restore 128 units and increase 540 units. (M.S.P.: Haberstroh/Dempsey) – Motion passed.

A motion was made to approve Youth In Need (counseling) for \$29,188.00 for a rate increase of \$2.00 per unit and an increase of 250 units. (M.S.P.: Berrey/Matheny) – Motion passed.

A motion was made to approve United Services' (IBIC) request for \$4,657.50. This motion includes a rate increase of \$.18 per unit and an increase of 250 units. (M.S.P.: Berrey/Haberstroh) – Motion passed.

A motion was made to approve United Services' (behavioral) request for \$6,734.80 for an increase of 1,192 units. (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to approve Nurses for Newborns' (home based) request for \$20,924.40. This amount includes a rate increase of \$1.05 per unit and an increase of 137 units. (M.S.P.: Beckering/Marty) – Motion passed.

A motion was made to approve Children's Home Society's (counseling) request for \$10,832.80 for an increase of 80 units. (M.S.P.: Berrey/Marty) – Motion passed.

A motion was made to approve Children's Home Society's (psychological assessments) request for \$11,011.73 for an increase of 103 units. (M.S.P.: Berrey/Beckering) – Motion passed.

A motion was made to approve Preferred Family Healthcare (outpatient treatment-assessments) for \$1,697.92. This amount includes a rate increase of \$.14 per unit, a restoration of 6 units, and for an increase of 6 units. (M.S.P.: Haberstroh/Beckering) – Motion passed.

A motion was made to approve Preferred Family Healthcare (group counseling) for a rate increase of \$.20 per unit (\$1,007.00). (M.S.P.: Matheny/Berrey) – Motion passed.

A motion was made to approve Preferred Family Healthcare (individual counseling) for \$20,201.28. This amount includes a rate increase of \$1.92 per unit and an increase of 144 units. (M.S.P.: Haberstroh/Marty)

A motion was made to approve Preferred Family Healthcare (family counseling) for \$6,792.65 for an increase of 73 units. (M.S.P.: Berrey/Marty) – Motion passed.

Preferred Family Healthcare's (meds/labs) request was discussed. No motion was made.

A motion was made to approve Eleventh Circuit Family Court's (supervised visitation) request for \$10,500.00 to restore 105 units. (M.S.P.: Matheny/Beckering) – Motion passed.

A motion was made to approve Our Lady's Inn's (teen mothers) request for \$8,289.90 for an increase of 90 units. (M.S.P.: Haberstroh/Berrey) – Motion passed.

Youth In Need's (shelter counseling) request was discussed. No motion was made.

A motion was made to approve Bethany Christian Services' (respite) request for \$840.00 for an increase of 16 units. (M.S.P.: Beckering/Dempsey) – Motion passed.

A motion was made to approve Catholic Family Services (counseling) for \$596.30 for a rate increase of \$1.78 per unit. (M.S.P.: Beckering/Haberstroh) – Motion passed.

A motion was made to approve Catholic Family Services' (Medicaid) request for \$18.90 for a rate increase of \$1.26 per unit. (M.S.P.: Haberstroh/Beckering) – Motion passed.

A motion was made to approve Catholic Family Services' (Love and Logic) request for \$117.00 for a rate increase of \$3.90 per unit. (M.S.P.: Dempsey/Beckering) – Motion passed.

A motion was made to approve Sts. Joachim & Ann Care Service's (home based) request for \$19,273.84. This amount includes a rate increase of \$.86 per unit and an increase of 272 units. (M.S.P.: Berrey/Marty) – Motion passed.

A motion was made to approve Epworth Children & Family Services (counseling) for \$20,064.66. (M.S.P.: Matheny/Beckering) – Motion passed with one opposed.

Youth In Need's (teen mothers) request was discussed. No motion was made.

A motion was made to approve Catholic Family Services (crisis intervention) for \$12,148.90. This amount includes a rate increase of \$3.05 per unit and an increase of 138 units. (M.S.P.: Haberstroh/Beckering) – Motion passed.

A motion was made to take a break. (M.S.P.: Beckering/Marty) – Motion passed.

A motion was made to move back into session. (M.S.P.: Beckering/Berrey) – Motion passed.

A motion was made to approve Preferred Family Healthcare's (Teams of Concern-intakes) request for \$1,588.86. This amount includes a rate increase of \$.98 per unit and an increase of 14 units. (M.S.P.: Beckering/Haberstroh) – Motion passed.

A motion was made to approve Preferred Family Healthcare (Teams of Concern-counseling) for \$8,041.41. This amount includes a rate increase of \$.27 per unit and an increase of 117 units. (M.S.P.: Beckering/Berrey) – Motion passed.

A motion was made to approve Preferred Family Healthcare (Teams of Concern-case management) for \$2,690.52. This amount includes a rate increase of \$.39 per unit and an increase of 54 units. (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to approve Preferred Family Healthcare's (Teams of Concern-school based) request for \$352.80 for a rate increase of \$.09 per unit. (M.S.P.: Beckering/Dempsey) – Motion passed.

A motion as made to approve Preferred Family Healthcare (Teams of Concern-prevention) for \$4,723.32. This amount includes a rate increase of \$.32 per unit and to restore 49 units. (M.S.P.: Dempsey/Beckering) – Motion passed.

A motion was made to approve Preferred Family Healthcare's (drug tests) request for \$486.90. This amount includes a rate increase of \$.05 per unit and an increase of 35 units. (M.S.P.: Beckering/Dempsey) – Motion passed.

A motion was made move discussion about the five new agencies that are not current partners with the CCRB after discussions about priority and non-priorities current partnering agencies. (M.S.P.: Berrey/Matheny) – Motion was withdrawn.

A motion was made to approve St. Louis Learning Disabilities Association's request for \$5,000.00. (M.S.: Haberstroh/Dempsey) A roll call vote was held. Two in favor: Molly Dempsey and Linda Haberstroh. Five against: Dave Beckering, Ron Berrey, Kevin Cantwell, Larry Marty and Nancy Matheny. Motion failed.

The Sparrow's Nest Maternity Home's request was discussed. No motion was made.

Good Shepherd's request was discussed. No motion was made.

NCADA's request was discussed. No motion was made.

LINC's (counseling) request was discussed. No motion was made.

LINC's (case management) request was discussed. No motion was made.

A motion was made to approve LINC's (wraparound) request for \$10,020.00. (M.S.P.: Berrey/Dempsey) – Motion passed.

Future Star's request was discussed. No motion was made.

CHADS' (home based) request was discussed. No motion was made.

A motion was made to approve Youth In Need's (crisis intervention) request for \$2,650.00 for an increase of 50 units. (M.S.P.: Haberstroh/Berrey) – Motion passed.

Youth In Need's (presentations) request was discussed. No motion was made.

A motion was made to approve Community Living's (respite) request for \$4,602.72 for a rate increase of \$2.23 per unit. (M.S.P.: Matheny/Beckering) – Motion passed.

A motion was made to approve Crider Health Center (care coordination) for \$10,466.00 for a rate increase of \$2.00 per unit. (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to approve Crider Health Center's (family assistance) request for \$19,376.00 for a rate increase of \$4.00 per unit. (M.S.P.: Berrey/Marty) – Motion passed.

A motion was made to approve Crider Health Center's (wraparound) request for \$3,100.00. (M.S.P.: Beckering/Marty) – Motion passed.

Crider Health Center's (respite) request was discussed. No motion was made.

A motion was made to approve Crider Health Center's (parent partner) request for \$3,395.00 for a rate increase of \$1.00 per unit. (M.S.P.: Beckering/Berrey) – Motion passed.

A motion was made to approve Community Psychological (testing) for \$23,810.60 and (case management) for \$618.97. (M.S.P.: Haberstroh/Beckering) – Motion passed.

The Child Center's (advocacy) request was discussed. No motion was made.

A motion was made to approve Catholic Family Services (psychiatry) for \$3,064.56. This amount includes a rate increase of \$1.31 per unit and to restore 14 units. (M.S.: Beckering/Haberstroh) A roll call vote was held. Three in favor: Dave Beckering, Linda Haberstroh and Larry Marty. Five against: Ron Berrey, Kevin Cantwell, Molly Dempsey, Nancy Matheny and Allison Onder. Motion failed.

Catholic Family Services' (initial) request was discussed. No motion was made.

A motion was made to approve Foster & Adoptive Care Coalition (home based) for \$2,889.60 to restore 28 units. (M.S.P.: Haberstroh/Matheny) – Motion passed.

A motion was made to approve Behavioral Health Response (phone) for \$2,533.68 to restore 46 units. (M.S.P.: Dempsey/Matheny) – Motion passed.

A motion was made to approve Behavioral Health Response's (texting) request for \$1,386.82 for a rate increase of \$.36 per unit, to restore 3 units, and to expand 10 units. (M.S.P.: Haberstroh/Marty) – Motion passed.

A motion was made to approve Behavioral Health Response (presentations) for \$7,016.56 for a rate increase of \$1.88 per unit and an increase of 61 units. (M.S.P.: Berrey/Marty) – Motion passed.

A motion was made to approve Behavioral Health Response's (mental health first aid training) request for \$39.68 for a rate increase of \$2.48 per unit. (M.S.P.: Dempsey/Beckering) – Motion passed.

A motion was made to approve Behavioral Health Response (ASIST training) for \$5,707.20 to restore 8 units and an increase of 8 units. (M.S.P.: Berrey/Haberstroh) – Motion passed with one opposed.

A motion was made to approve The Child Center (prevention) for \$9,903.66 for an increase of 26 units. (M.S.P.: Haberstroh/Marty) – Motion passed.

A motion was made to approve the Center for Autism (home based) for \$3,606.00 to restore 100 units. (M.S.P.: Haberstroh/Matheny) – Motion passed.

A motion was made to approve Crider Health Center's (prevention) request for \$11,215.00 for a rate increase of \$5.00 per unit. (M.S.P.: Berrey/Marty) – Motion passed with two opposed.

A motion was made to approve KUTO's (prevention) request for \$6,375.15 for an increase of 31 units. (M.S.P.: Dempsey/Beckering) – Motion passed.

A motion was made to approve KUTO's (ASIST training) request for \$2,680.21 to restore 13 units. (M.S.P.: Haberstroh/Marty) A roll call vote was held. Five in favor: Dave Beckering, Kevin Cantwell, Linda Haberstroh, Larry Marty and Allison Onder. Three against: Ron Berrey, Molly Dempsey and Nancy Matheny. Motion passed.

A motion was made to approve CHADS' (prevention) request for \$4,548.40 for an increase in units. (M.S.P.: Beckering/Dempsey) – Motion passed.

CHADS' (school based) request was discussed. No motion was made.

A motion was made to approve NAMI's (CIT training) request for \$4,120.80. (Motion was made by Beckering, but died due to a lack of a second motion.)

A motion was made to approve Big Brothers Big Sisters' request for \$4,745.00 for a rate increase of \$7.30 per unit. (M.S.P.: Haberstroh/Dempsey) – Motion passed.

Preferred Family Healthcare's (crisis intervention) request was discussed. No motion was made.

A motion was made to approve Thrive (prevention) for \$23,423.00. The motion includes a rate increase of \$3.00 per unit and an increase of 300 units. (M.S.P.: Haberstroh/Marty) – Motion passed with one opposed.

NAMI's (support and basics) request was discussed. No motion was made.

NAMI's (presentations) request was discussed. No motion was made.

A motion was made to approve Boys & Girls Club (center based) for \$29,269.12. This amount includes a rate increase of \$1.55 per unit and the restoration of 2,464 units.

(M.S.: Dempsey/Matheny) A roll call vote was held. Five in favor: Dave Beckering, Kevin Cantwell, Molly Dempsey, Linda Haberstroh and Nancy Matheny. Three against: Ron Berrey, Larry Marty and Allison Onder. Motion passed.

A motion was made to approve The Sparrow's Nest Maternity Home's request for \$47,175.00. (M.S.: Haberstroh/Dempsey) A roll call vote was held. Four in favor: Molly Dempsey, Linda Haberstroh, Larry Marty and Allison Onder. Four against: Dave Beckering, Ron Berrey, Kevin Cantwell and Nancy Matheny. Motion failed.

A motion was made to approve The Sparrow's Nest Maternity Home for \$35,295.00. (M.S.: Matheny/Marty) A roll call vote was held. Seven in favor: Ron Berrey, Kevin Cantwell, Molly Dempsey, Linda Haberstroh, Larry Marty and Allison Onder. One against: Dave Beckering. Motion passed.

A motion was made to approve NAMI's (CIT Training) request for \$4,120.80. (M.S.: Beckering/Dempsey) A roll call vote was held. Six in favor: Dave Beckering, Kevin Cantwell, Molly Dempsey, Linda Haberstroh, Nancy Matheny and Allison Onder. Two against: Ron Berrey and Larry Marty. Motion passed.

A motion was made to approve The Child Center (advocacy) for \$15,411.00 for the addition of 100 units. (M.S.: Berrey/Haberstroh) A roll call vote was held and was unanimously in favor. Motion passed.

A motion was made to approve Catholic Family Services (psychiatry) for \$3,064.56. This amount includes a rate increase of \$1.31 per unit and a restoration of 14 units. (M.S.P.: Dempsey/Beckering) – Motion passed.

A motion was made to approve Youth In Need's (shelter counseling) request for \$7,224.00. This amount includes a rate increase of \$2.00 per unit and a restoration of 86 units. (M.S.P.: Haberstroh/Beckering) – Motion passed.

A motion was made to approve St. Louis LDA for \$5,000.00. (M.S.: Haberstroh/Onder) A roll call vote was held. Three in favor: Molly Dempsey, Linda Haberstroh and Nancy Matheny. Five against: Dave Beckering, Ron Berrey, Kevin Cantwell, Larry Marty Allison Onder. Motion failed.

A motion was made to approve NCADA for \$20,054.97. (M.S.: Dempsey/Matheny) A roll call vote was held. Three in favor: Molly Dempsey, Larry Marty and Nancy Matheny. Five against: Dave Beckering, Ron Berrey, Kevin Cantwell, Linda Haberstroh and Allison Onder. Motion failed.

A motion was made to approve Catholic Family Services (crisis intervention) for \$8,365.22 to expand an additional 137 units. (M.S.: Cantwell/Beckering) A roll call vote was held and was unanimously in favor. Motion passed.

A motion was made to approve Lutheran Family & Children Services (counseling) for \$9,891.00 to expand an additional 100 units. (M.S.P: Haberstroh/Beckering) – Motion passed with one opposed.

A motion was made to approve Youth In Need (counseling) for \$20,500.00 for an increase of 250 units. (M.S.P.: Haberstroh/Beckering) – Motion passed.

A motion was made to approve Catholic Family Services (counseling) for \$3,467.64 to restore 44 units. (M.S.P.: Dempsey/Beckering) – Motion passed.

Announcements: Bruce Sowatsky announced that Ron Berrey has been reappointed to the Board and Nancy Schneider and Linda Wilson Horn will be new Board members in 2017.

Adjournment: A motion was made to adjourn the meeting at 11:22 a.m. (M.S.P.: Berrey/Beckering) – Motion passed.