

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
September 24, 2018

**Meeting Call to Order:** The meeting was called to order at 7:03 p.m.

**Roll Call and Guests:**

Present: Ron Berrey, Molly Dempsey, Pastor Raymond Horry, Allison Onder, Nancy Schneider, and Catherine Williams

Absent: Larry Marty and Linda Wilson Horn (out of town)

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Christine Corcoran (Bethany Christian Services), Jess Thacker (Boys & Girls Club), Sissy Swift (The Child Center, Inc.), Katrina McDonald (Crider Health Center), DiAnne Mueller (Crisis Nursery), Jennifer Vorachack (Epworth Children and Family Services), Laura Ojo (F.A.C.T.), Anne Zink (Foster & Adoptive Care Coalition), Rose Trevino and Gayla Gibson (Lutheran Family and Children's Services), Melinda Monroe (Nurses for Newborn), Denise Fondren (Our Lady's Inn), Beth Sailors (Preferred Family Healthcare), Lauri Cross Fink (Saint Louis Counseling), Jack Lipin (Sts. Joachim & Ann Care Service), Juvaughn Baker, Amber Ball, Suz Entzeroth, Carolyn Kuntz, Madronica Malone, Joy Maxwell, Austin McCartney, AJ Meyers, Essence Robinson, and Diane Vaughan (ThriVe St. Louis), Cara Merritt (Youth In Need), Barb Huffman, Bart Coffman, and Jana Coffman.

**Approval of Minutes:** A motion was made to approve the minutes of the August 27, 2018 Board meeting. (M.S.P.: Dempsey/Schneider)

Catherine Williams requested to amend the August 27, 2018 minutes to say "A motion was made to approve the minutes of the July 23, 2018 Board meeting" in the Approval of Minutes item. (M.S.P.: Williams/Schneider) – Motion passed.

A motion was made to approve the amended minutes of the May 21, 2018 Board meeting. (M.S.P.: Schneider/Dempsey) – Motion passed.

A motion was made to approve the amended minutes of the June 25, 2018 Board meeting. (M.S.P.: Schneider/Williams) – Motion passed.

**Partner Presentation – Foster & Adoptive Care Coalition:** Anne Zink presented on the Family Works program and the impact CCRB funding has on the families they serve.

**Public Comment:** Bart Coffman, St. Charles County resident, stated his support for the ThriVe Best Choice program.

Diane Vaughan, Registered Nurse and Regional Manager for ThriVe St. Louis, and Carolyn Kuntz, Registered Nurse and Regional Trainer for ThriVe, spoke on the medical accuracy of curriculum presented by ThriVe in their Best Choice program and asked for continued support for ThriVe. Diane and Carolyn are St. Charles County residents.

Suzanne Entzeroth, St. Charles County resident and Facilitator for ThriVe Best Choice, presented positive results from the Best Choice satisfaction surveys completed by St. Charles County students and school staff.

Madronica Malone, ThriVe Best Choice Facilitator, spoke on the inclusivity of the Best Choice program based on surveys from St. Charles County students and school staff.

**Report of the Chair:** Ron Berrey commended Michelle McElfresh and CCRB staff for their work the CCRB Mid-Year Report.

Ron asked for a motion to amend the September 24, 2018 Board Meeting agenda to include a request from Community Living about their Children's Trust Fund grant in New Business.

A motion was made to amend the September 24, 2018 Board Meeting agenda as requested.  
(M.S.P.: Schneider/Williams) – Motion passed.

**Report of the Treasurer:** Molly Dempsey reported on the eight-month statement ending August 31, 2018. The Services Fund balance is \$495,209 and Current Assets are \$1,825,286. Actual tax revenues collected were \$521,522 on a budget amount of \$616,675. Investment income was \$2,530. Total revenue for August was \$524,052 on a budget of \$610,775. Expenditure requests for August services totaled \$658,607 on a budget amount of \$637,541. Explanations of the 23 line items that were over the 5% variance and over \$1,000 included: Big Brothers Big Sisters (mentoring), Boys & Girls Club (center-based services), Child Center, Inc. (advocacy), Community Living (respite), Crider Health Center (care coordination and respite), Crisis Nursery (respite and home-based services), Epworth Family and Children's Services (psychological assessments), FamilyForward (psychological assessments, home-based services, and respite), LINC St. Charles County (wraparound), NAMI St. Louis (crisis intervention), Preferred Family Healthcare (Outpatient Therapy – individual counseling and family counseling), Saint Louis Counseling (counseling), The Sparrow's Nest (room and board), and Youth In Need (transitional living, shelter counseling, and teen mothers group) were due to high demand. CHADS Coalition for Mental Health (prevention), United Service (intensive behavior intervention classroom – IBIC), and Youth In Need (teen mothers group) was above the variance due to school-based usage. Administration was above the variance due to health and retirement benefits.

Bruce Sowatsky reported thirteen CCRB-funded line items are at 100% usage for the year; Behavioral Health Response (training), Child Center (forensic interviews), Crider Health Center (care coordination and family assistance), FamilyForward (psychological assessments, counseling, and group counseling), LINC St. Charles County (wraparound), Our Lady's Inn (services to teen mothers), The Sparrow's Nest (case management), UMSL Center for Behavioral Health (case management and testing), and Youth In Need (Safe Place presentations).

A motion was made to approve a wire-transfer for \$487,000 for the month of September.  
(M.S.P.: Dempsey/Horry) – Motion passed.

Bruce Sowatsky reported revenue increased 2.9% year to date over 2017, and he will meet with St. Charles County to discuss revenue projections for 2019.

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: Finance will be discussed in New Business.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: No Executive – Policies and Procedures Report.
- Strategic Planning: No Strategic Planning report.

**Report of Executive Director:**

Michelle McElfresh reported on the Mid-Year Report (January 1 to June 30, 2018) on the agency's Clinical Outcomes Agreement. The agencies collectively attained a 91.4% goal attainment for 29 agencies and reached 149 out of 163 goals. Seven agencies missed a total of 14 goals, and 6 goals were missed by 5% or less.

- Bruce Sowatsky reported the Vision Leadership Class has taken on Kindergarten Readiness and the expansion of Neighbor Helping Neighbor for two of their class projects in St. Charles County.
- Bruce reported Carissa Figgins, founder of the Sparrow's Nest, has been named Executive Director of the Community Strong health initiative.
- Bruce stated CCRB received 47 Applications for Funding in 2019, for a total of \$8.67 million in requests, and including 3 applications from currently non-funded agencies.
- CCRB staff will post agency Application Summaries to SharePoint for the agencies to review within the next week.
- Bruce reported Jeanne Spencer has been working on Shower of Love planning and attended a Diaper Summit with the St. Louis Diaper Bank. Bruce also reported Shower of Love may be affected by the sale of Shop 'n Save and plans are being made to address these changes.
- Bruce announced CCRB staff will contact agencies to schedule an Agency Hearing Prep Meeting during October and November. Agency Hearings are scheduled for November 14 and 15.

Jeanne Spencer announced Lincoln County's Early Childhood Task Force will conduct a Shower of Love drive in 2019 for agencies in Lincoln County.

**Old Business:** No Old Business.

**New Business:**

**2018-2020 Audit Contract:** Molly Dempsey reported the Finance committee met to review the three audit bids for 2018 to 2020. The committee recommends the bid from Hochschild, Bloom, and Company for the 2018-2020 Audit Contract. Michelle McElfresh handled all communication with auditors. To avoid a conflict of interest, Bruce Sowatsky was not part of any discussions with auditors during the bid process or with Board Members. Bruce was absent from the Board meeting during the Audit discussion.

A motion was made to accept the bid from Hochschild, Bloom and Company for the 2018-2020 audit contract as presented. (M.S.P.: Schneider/Williams) – Motion passed.

**Line Item Transfer Request – FamilyForward:** FamilyForward has requested a line item transfer of 46 units (\$5,003.42) of service to Counseling from Home-Based Services.

A motion was made to approve FamilyForward's line item transfer request to increase Counseling (46 units, \$5,003.42) and decrease Home-Based Services (36.8 units; \$5,003.42.) (M.S.P.: Schneider/Dempsey) – Motion passed.

**Request for Goal Change:** Bruce reported the Child Center has requested to change one goal in their Prevention Clinical Outcomes Agreement goals. CCRB staff has reviewed the change.

A motion was made to approve the Child Center, Inc.'s request to change their 2018 Prevention Clinical Outcomes Agreement goal. (M.S.P.: Williams/Schneider) – Motion passed.

Bruce reported Community Living requested to use their Children's Trust Fund grant (\$3,175.00) to fund Respite Center field trips, rather than the Respite Center care costs, due to a reduction in the number of families the Respite Center can serve.

A motion was made to approve Community Living's request to use \$3,175.00 of their Children's Trust Fund Grant to fund Respite Center field trips. (M.S.P.: Dempsey/Horry) – Motion passed.

**Announcements:**

Jack Lipin, Sts. Joachim & Ann Care Service, announced their Sleep Out Saturday event from Saturday, November 10, at 4:30 p.m. to 7:30 a.m. on Sunday, November 11. The event will simulate a night of being homeless and raise awareness of homelessness in St. Charles County.

DiAnne Mueller, Crisis Nursery, announced Over the Top for Tots on Friday, November 2, from 10:00 a.m. to 2:00 p.m. at the Ameristar Conference Center in St. Charles.

Cara Merritt, Youth In Need, announced their Young Professionals Group will host a Washers Tournament on Saturday, September 29, at 10:00 a.m. in Queeny Park.

**Adjournment:** A motion was made to adjourn the meeting at 7:47 p.m. (M.S.P.: Schneider/Dempsey) – Motion passed.