

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
January 28, 2019

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

**Roll Call and Guests:**

Present: Ron Berrey, Molly Dempsey, Ken Dobbins, Cory Elliott, Pastor Raymond Horry, Larry Marty, Nancy Schneider, and Catherine Williams

Absent: Allison Onder

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Mandy Bowlin and Laura Coleman (Behavioral Health Response), Linda Sanchez (Boys & Girls Club), Sissy Swift (The Child Center), Dottie Kastigar (Community Council of St. Charles County), Laura Heebner and Katrina McDonald (Compass Health Network), Maggie Middleton and DiAnne Mueller (Crisis Nursery), Jennifer Vorachak (Epworth Children & Family Services), Heather Lytle (F.A.C.T.), Kathy Thompson (LINC), Kristina Kersting (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Mary Lou March (Nurses for Newborns), Denise Fondern (Our Lady's Inn), Kelly Broeker (Preferred Family Healthcare), Lauri Cross Fink (Saint Louis Counseling), Mark Hollander and Elisa Zieg (The Sparrow's Nest), Pam Struckhoff (Sts. Joachim & Ann Care Service), Felicia Linear and Joy Maxwell (ThriVe), Denise Gould

Larry Marty and Ken Dobbins were sworn in as CCRB Board Members.

**Approval of Minutes:** A motion was made to approve the November 26, 2018 Closed Session Minutes. (M.S.P.: Schneider/Dempsey) – Motion passed.

A motion was made to approve the December 17, 2018 Board Minutes. (M.S.P.: Schneider/Horry) – Motion passed.

**Partner Presentation:** Mandy Bowlin of Behavioral Health Response (BHR) presented on the Youth Connection Hotline (YHC) managed by BHR. She reported the YHC received 3,700 calls, texts, or chats in 2018; 27% of calls were experiencing suicidal ideation; 65% of callers were 13-18 years of age; and 87% of youth were diverted from first responder services and linked to appropriate services.

**Public Comment:** No Public Comment.

**Report of the Chair:** Ron expressed his appreciation for the partner agencies in serving the County's youth.

**Report of the Treasurer:** Molly Dempsey reported on the twelve months statement ending December 31, 2018. The Services Fund balance is \$944,549 and Current Assets are \$2,167,285. Actual tax revenues collected were \$647,786 on a budget amount of \$616,675. There were no other revenues for the month. Expenditure requests for December services totaled \$271,425 on a

budget amount of \$637,916. Explanations of the 13 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (phone, texting, and ASIST training), Bethany Christian Services (respite), Community Living (respite), Epworth Children and Family Services (home-based services), LINC St. Charles County (counseling), Preferred Family Healthcare (intensive outpatient – individual counseling and drug tests), and Youth In Need (temporary shelter – room and board) were due to high demand. Youth in Need (presentations) was above the variance due to school-based usage. The Sparrow’s Nest (room & board) was above the variance due to multiple months of billing.

A motion was made to approve a wire-transfer for \$271,400 for the month of December. (M.S.P.: Dempsey/Marty) – Motion passed.

Bruce Sowatsky reported that revenue growth for 2018 decreased by 0.2% compared to 2017 and program utilization was 94.1% for 2018.

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

**Election of Officers:** Ron Berrey nominated Nancy Schneider for the position of Chair for 2019. Nancy was willing to accept the nomination.

A motion was made to approve Nancy Schneider as Chair for 2019 to replace Ron Berrey. (M.S.P.: Berrey/Dempsey) – Motion passed.

Nancy Schneider nominated Molly Dempsey for the position of Vice Chair for 2019 to replace Nancy Schneider. Molly was willing to accept the nomination.

A motion was made to approve Molly Dempsey for the position of Vice Chair for 2019. (M.S.P.: Schneider/Horry) – Motion passed.

Nancy Schneider nominated Cory Elliott for the position of Treasurer for 2019. Cory was willing to accept the nomination.

A motion was made to approve Cory Elliott for the position of Treasurer for 2019 to replace Molly Dempsey. (M.S.P.: Schneider/Berrey) – Motion passed.

These three positions and the Executive Director will have check signing privileges.

**Report of Standing Committees:**

- Children’s Trust Fund: Children’s Trust Fund will be discussed in New Business.
- Finance: No Finance report.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: Larry Marty reported there are no major revisions needed, but the committee will review the formatting of the Policies and Procedures book and report to the Board at the February 25 Board meeting.
- Strategic Planning: No Strategic Planning report.

**Report of Executive Director:** Bruce Sowatsky reported:

- Michelle McElfresh reported on the 2018 Fall Site Audits. Michelle and Jeanne Spencer reviewed a total of 806 files. Overall, CCRB partnering agencies attained 94.9% in meeting CCRB requirements in billing accuracy, residency, and age requirements.
- 2019 Contracts and Clinical Outcomes Agreements were mailed and agencies that have not returned their contracts and agreements have been notified.
- Orientation sessions were held for the new Board member and the new CCRB partnering agency.
- CCRB staff presented at local school fairs and other community events.
- Shower of Love is May 2, 2019.
- Year-End Clinical Outcomes Agreement Reports from partnering agencies are due by 2:00 p.m. on February 15.
- Bruce met with Paul Sorensen of the University of Missouri-St. Louis (UMSL) about the new regional data hub being created to collect social services data and needs assessments for the St. Louis region. Bruce will represent St. Charles on the advisory board.

**Old Business:** No Old Business.

**New Business:** Molly Dempsey reported the Children’s Trust Fund (CTF) committee met on January 15 to discuss the 2019 CTF grant applications. The CTF committee recommendations for 2019 funding are:

The Child Center (facility dog care)	\$4,260.00
Community Living, Inc. (sensory equipment for respite center)	\$2,863.45
Crisis Nursery (car seats, transportation, and prevention groups)	\$3,440.00
Epworth Children & Family Services (client support/wraparound)	\$1,200.00
Our Lady’s Inn (food expenses)	\$4,000.00
<u>United Services for Children (facility dog care)</u>	<u>\$1,000.00</u>
<b>Total</b>	<b>\$16,763.45</b>

A motion was made to approve the 2019 Children’s Trust Fund grants totaling \$16,763.45 as presented. (M.S.P.: Berrey/Dobbins) – Motion passed.

**2019 Berry Contract:** Bruce recommended contracting Dr. Cynthia Berry of BOLD Consulting for \$8,000.00 to conduct a survey of the school counselors and social workers employed by St. Charles County school districts to better assess student needs, the services available to them, and how they are accessing services. Dr. Berry will also continue her 2018 work on analyzing the prevention data provided by CCRB partners.

A motion was made to approve \$8,000 to contract Dr. Berry’s services for 2019 as recommended. (M.S.P.: Elliott/Dempsey) – Motion passed.

**Closed Session – Contracts:** A motion was made to move into Closed Session to discuss contracts. (M.S.P.: Berrey/Dempsey) – Motion passed.

A motion was made to into Open Session. (M.S.P.: Berrey/Schneider) – Motion passed.

**2019 Services Budget:** A motion was made to increase the 2019 Services Budget by \$135,866.70 to account for the allowance of the 2 year contracts being able to utilize up to 55% of their units in 2019 and for the approved increase of 387 Parent Partner units for Compass Health Network. (M.S.P.: Williams/Berrey) – Motion passed.

**Announcements:**

Linda Sanchez announced the Boys & Girls Club’s Crystal Ball on February 9 at the Ameristar Casino.

Sissy Swift from the Child Center announced their Midwest Justice for Children Conference on April 9-12 at the Doubletree by Hilton at 16625 Swingley Ridge Road, Chesterfield, MO 63017.

Kathy Thompson from LINC St. Charles County announced the Tri-County Warming Centers are activated on nights when the temperatures are at 20 degrees or below. For the nearest center, call 636-395-0492. Transportation may be available in some areas.

Elisa Zieg from The Sparrow’s Nest announced their annual daddy-daughter Princess Dance on February 23, 2019 has sold out, but sponsorship opportunities are available.

Jeanne Spencer announced the Shower of Love event will be May 2, 2019. Businesses, churches, schools, and groups are needed to host collection drives and volunteers are needed to organize and distribute donations on May 2 and May 3.

**Adjournment:** A motion was made to adjourn the meeting at 9:10 a.m. (M.S.P.: Dobbins/Horry) – Motion passed.