

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
November 28, 2016

Meeting Call to Order: The meeting was called to order at 8:02 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: Cristy Bilhorn (Behavioral Health Response), Linda Sanchez (Boys & Girls Club), Lauri Cross Fink (Catholic Family Services), Larry McCord (CHADS Coalition), Laura Cook (The Child Center), Sheri Wiltse (Community Living), Katrina McDonald (Crider Health Center), DiAnne Mueller (Crisis Nursery), Heather Lytle (FACT), Kathy Thompson (LINC), Courtney Haggett (Lutheran Family & Children's Services), Alex King (Megan Meier Foundation), Denise Fondren (Our Lady's Inn), Kelly Broeker and Cindy Jones (Preferred Family Healthcare), Jack Lipin (Sts. Joachim & Ann Care Service), Carissa Figgins (Sparrow's Nest), Juvaughn Baker (ThriVe), and Kristi Machica (Youth in Need)

Approval of Minutes: A motion was made to approve the minutes of the October 24, November 9 and November 10, 2016 board meetings. (M.S.P.: Beckering/Dempsey) – Motion passed.

Public Comment: No Public Comment.

Report of the Chair: Kevin Cantwell reported Board members scores on each application will be sent to Board members after the board meeting.

Report of the Treasurer: In Nancy Matheny's absence, Bruce Sowatsky reported on the ten-month statement ending October 31, 2016. The Services Fund balance is \$1,016,727 and Current Assets are \$2,185,497. Actual tax revenues collected were \$590,845 on a budget amount of \$587,700. Total revenue for October was \$783,687 on a budget of \$581,025. Expenditure requests for October services totaled \$590,845 on a budget amount of \$581,025. Explanations of the 32 line items that were over the 5% variance and over \$1,000 included: Catholic Family Services (Love & Logic), CHADS (home based services), Children's Home Society (home based services, psych assessments and respite), Community Psychological (testing), Crider Health Center (parent partner), Crisis Nursery (home based and respite), Foster & Adoptive Care (home based), Megan Meier (counseling), Preferred Family Healthcare (Outpatient counseling, drug tests and intensive outpatient services), Sts. Joachim & Ann Care Service (home based services) and Youth In Need (shelter room and board and transitional living program) are due to high demand. Catholic Family Services (crisis intervention and prevention), The Child Center (prevention), Crider Health Center (Pinocchio and prevention), KUTO (school based services), Preferred Family Healthcare (Teams of Concern-intakes, counseling and case management), Thrive (prevention) and United Services (IBIC) were above the variance due to school-based

usage. Crider Health Center (parent partner-Medicaid and school-based mental health specialist-Medicaid) are above the variance because multiple months of billing were submitted at one time.

A motion was made to approve a wire-transfer for \$735,700 for the month of October. (M.S.P.: Berrey/Beckering) – Motion passed.

Bruce Sowatsky reported that revenues are up 4.8% over last year (to date).

Bruce announced that agencies must turn in their November billing by December 8.

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

Report of Standing Committees:

- Children's Trust Fund: Bruce Sowatsky reported it is anticipated that approximately \$13,000 will be available for distribution for 2017 CTF allocations. Applications are due December 23, 2016.
- Finance: Bruce Sowatsky reported that the Finance committee will meet in December.
- Personnel: Ron Berrey reported that the Personnel Committee met electronically and will discuss the Executive Director's review and staff rate increase during Closed Session today.
- Executive – Policies and Procedures: No Executive Policies and Procedures report.
- Strategic Planning: Bruce reported that Jan Lewien continues to work on Logic Models.

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

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

Report of Executive Director: Bruce Sowatsky reported:

- Bruce thanked the agency staff for participating in the agency hearings.
- Agency site reviews are still being completed by office staff.
- Jackson County, Missouri recently passed their children's services tax fund. Bruce is meeting with representatives this week in Kansas City to share information about setting up a children's services fund.
- Bruce announced that he has been named Humanitarian Citizen of the Year by the Chamber of Commerce of St. Charles. The event will be on February 24, 2017.

Old Business: No Old Business.

New Business:

A motion was made to Preferred Family Healthcare line-item transfer request for their school-based prevention program. They are requesting to increase intakes (5 units, \$520.55) and

prevention (76.86 units, \$6,945.65) while decreasing counseling (78 units, \$4,977.18), case management (50 units, \$2,269.50) and drug tests (16 units, \$219.52). (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to approve Preferred Family Healthcare’s line item transfer request for outpatient substance use treatment. They are requesting to increase case management (80 units, \$3,720.00), individual counseling (593 units, \$41,426.98), psychiatry (1 unit, \$251.22), drug tests (62 units, \$1,166.22), intensive outpatient (33 units, \$7,600.23) and meds/labs (\$1,175.99) while decreasing group counseling (2,085 units, \$43,388.85), family counseling (73 units, \$6,792.55) and assessments (43 units, \$5,159.14). (M.S.P.: Haberstroh/Berrey) – Motion passed.

A motion was made to Crider Health Center line-item transfer request for school-based mental health services. They are requesting to increase non-Medicaid units (133 units, \$9,975.00) while decreasing Medicaid units (255.8 units, \$9,975.00). (M.S.P.: Berrey/Dempsey) – Motion passed.

Announcements: Jack Lipin from Sts. Joachim & Ann Care Service announced that all 500 families in their adopt-a-family program have been adopted. They are still in need of bikes and boxed Christmas trees to distribute to these families.

Adjournment: A motion was made to adjourn the meeting at 8:34 a.m. (M.S.P.: Berrey/Beckerling) – Motion passed.