

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
February 25, 2019

**Meeting Call to Order:** The meeting was called to order at 8:07 a.m.

**Roll Call and Guests:**

Present: Ron Berrey, Molly Dempsey, Cory Elliott, Nancy Schneider, and Allison Onder

Absent: Ken Dobbins (work), Pastor Raymond Horry (personal), Larry Marty (personal), and Catherine Williams

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Linda Sanchez (Boys & Girls Club), Sissy Swift, Amy Robins, and Cammie Maue (The Child Center), Todd Barnes (Community Council of St. Charles County), Sheri Wiltse (Community Living), Katrina McDonald (Compass Health Network), DiAnne Mueller (Crisis Nursery), Jennifer Vorachak (Epworth Children & Family Services), Laura Ojo (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 and Amy Rager (Our Lady's Inn), Kelly Broeker (Preferred Family Healthcare), Lauri Cross Fink (Saint Louis Counseling), Jack Lipin (Sts. Joachim & Ann Care Service), Felicia Linear (ThriVe St. Louis), Raymond Castile (United Services for Children), and Kristi Machica (Youth In Need)

Allison Onder was sworn in as a CCRB Board Member.

**Approval of Minutes:** A motion was made to approve the January 28, 2019 Board Minutes. (M.S.P.: Dempsey/Elliott) – Motion passed.

A motion was made to approve the January 28, 2019 Closed Session Minutes. (M.S.P.: Berrey/Dempsey) – Motion passed.

**Partner Presentation:** Kristina Kersting of Lutheran Family and Children's Services presented on the CCRB-funded counseling program and shared a success story from one of their therapists.

**Public Comment:** No Public Comment.

**Report of the Chair:** No Report of the Chair.

**Report of the Treasurer:** Cory Elliott reported on the one month statement ending January 31, 2019. The Services Fund balance is \$1,339,177 and Current Assets are \$2,561,332. Actual tax revenues collected were \$660,799 on a budget amount of \$622,006. Investment income for the month was \$5,503. Expenditure requests for January services totaled \$658,721 on a budget amount of \$660,090. Explanations of the 31 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (mobile outreach), Big Brothers Big Sisters (mentoring), Boys & Girls Club (center-based services), The Child Center (forensic interviews and advocacy), Compass Health Network (care coordination), Epworth Children and Family Services (home-based services), FamilyForward (counseling, psychological assessments,

and respite), Foster & Adoptive Care (crisis interventions), LINC St. Charles County (counseling), Megan Meier Foundation (counseling), Preferred Family Healthcare (intensive outpatient – assessments, individual counseling, case management, intensive outpatient, and drug tests), Saint Louis Counseling (counseling), The Sparrow’s Nest (room & board), and Youth In Need (counseling and crisis intervention) were due to high demand. CHADS Coalition for Mental Health (prevention), The Child Center (prevention), Compass Health Network (Pinocchio, prevention, and school-based mental health specialist), Preferred Family Healthcare (Team of Concern – intakes and prevention), ThriVe St. Louis (prevention), and Youth in Need (teen parents group) was above the variance due to school-based usage.

Cory reported sales tax revenues are 5.5% higher in the first two months of 2019 compared to 2018.

A motion was made to approve a wire-transfer for \$658,000 for the month of January. (M.S.P.: Elliott/Dempsey) – Motion passed.

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

**Report of Standing Committees:**

- Children’s Trust Fund: Bruce reported the Children’s Trust Fund check presentations will be held after today’s meeting.
- Finance: No Finance report.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: Bruce reported the Underutilization policy will be addressed in New Business and the committee continues to assess the revisions to the Policies and Procedures book.

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

- Year-End Reports have been received from all agencies and are being reviewed. The year-end clinical outcomes goal report will be presented at the March meeting.
- The 2018 CCRB Audit has been conducted and is nearly complete. The auditor is expected to present to the Board at the May meeting.
- Bruce has been appointed to the Regional Data Alliance project Advisory Committee.
- Bruce reported the Children’s Services Fund, Mental Health Board, and United Way are exploring the idea of aligning their outcomes. In addition, Bruce will solicit feedback from CCRB partnering agencies before making any potential changes.
- Shower of Love is scheduled for May 2 and will benefit 10 agencies, including The Sparrow’s Nest and Early Head Start & Head Start through Youth In Need. Franklin County will host their first annual Shower of Love collection drive, which will benefit their community.
- An Underutilization Policy was drafted and will be discussed in New Business.
- CCRB staff will participate in presentations at the 2019 Vision St. Charles County Leadership class to foster expansion of the Neighbor Helping Neighbor, Kindergarten Readiness, and Center for Advanced Professional Study (CAPS) programs, as part of the CCRB 2018-2020 Strategic Plan goals of expanding the System of Care and Ready by 21.

- CCRB is participating in the strategic plan Needs Assessment for the St. Charles County Public Health Department, Mobilizing for Action through Planning and Partnerships (MAPP) process.
- Bruce and Michelle McElfresh are serving on the Emergency Disaster planning team in St. Charles County.

**Old Business:** No Old Business.

**New Business: Botz-Deal Contract:** Bruce reported the 2019 contract for Botz-Deal & Company, CCRB's contracted accounting firm, includes a service rate increase to \$1,100 per month, for a total of \$13,200 for 2019.

A motion was made to discuss the Botz-Deal & Company request. (M.S.P.: Dempsey/Elliott) – Motion passed.

A motion was made to approve the 2019 Botz-Deal & Company contract as presented. (M.S.P.: Dempsey/Elliott) – Motion passed.

**Underutilization Policy** – The Executive Policy and Procedures committee drafted an underutilization policy. Bruce presented the report to the Board for the first reading. The policy will be distributed via email to the agency partners for review and feedback. A second reading is scheduled for the March 25 Board meeting.

Proposed Underutilization policy: Upon the approval of the financial report for June 30<sup>th</sup>, which occurs in July, any agency that has a line item with 60% or more of their funds remaining must submit a report explaining the rationale for non-utilization.

The Board decided to table the Underutilization Policy until the March Board meeting.

**Announcements:**

Sissy Swift, The Child Center, announced:

- The Midwest Justice for Children Conference, April 9-12 at the Doubletree by Hilton Hotel in Chesterfield
- One with Courage Gala is April 27, 2019 at the St. Charles Convention Center
- Open House & Ribbon Cutting for their new expansion at the Wentzville office, on March 28

DiAnne Mueller, Saint Louis Crisis Nursery, announced their Razzle Dazzle Ball on April 6. Tickets are sold out.

Raymond Castile, United Services for Children, announced their free Exploring the Spectrum Autism conference on Saturday, March 23 at Spencer Road Library in St. Peters.

Molly Dempsey, St. Charles County Government, announced:

- The St. Charles County Government Expo on Saturday, March 9 at Mid Rivers Mall in St. Peters.

- The Public Health Department requests St. Charles County residents to complete an online survey to evaluate available resources and determine important issues affecting St. Charles County. The survey is part of the Mobilizing for Action through Planning and Partnerships (MAPP) process for the county. [www.sccmo.org/2027/MAPP-Process](http://www.sccmo.org/2027/MAPP-Process)

Jeanne Spencer announced Shower of Love is partnering with the St. Charles County Ambulance District and Mid Rivers Mall for “Fill the Ambulance for Babies,” event on Saturday, April 13, from 10:00 a.m. to 2:00 p.m. at Mid Rivers Mall in St. Peters.

**Adjournment:** A motion was made to adjourn the meeting at 8:36 a.m.  
(M.S.P.: Onder/Elliott) – Motion passed.