

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
January 27, 2020

**Meeting Call to Order:** The meeting was called to order at 8:03 a.m.

**Roll Call and Guests:**

Present: Paul Boschert, Molly Dempsey, Ken Dobbins, Larry Marty, Nancy Schneider, and Catherine Williams

Absent: Allison Onder (personal), Cory Elliot (vacation), and Pastor Raymond Horry (illness)

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Mandy Bowlin (Behavioral Health Response), Christine Corcoran and Kristen Zelle (Bethany Christian Services), Karen Englert (Boys & Girls Club), Ben Chambers (CHADS Coalition for Mental Health), Sissy Swift (The Child Center, Inc.), Todd Barnes (Community Council of St. Charles County), Sheri Wiltse (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Rachel Svejkosky (F.A.C.T.), Courtney Knipp (Lutheran Family & Children's Services), Melinda Monroe (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), Megan Vicalvi (Sts. Joachim & Ann Care Service), Felicia Linear and Madronica Malone (ThriVe), Nathan Harms and Amy Willard (TREE House of Greater St. Louis), Denise Liebel (United Services for Children), and Cara Merritt (Youth In Need)

Paul Boschert was sworn in as a new CCRB Board member for 2020-2022.

Nancy Schneider was sworn in as a reappointed Board member for 2020-2022.

**Approval of Minutes:** A motion was made to approve the December 17, 2019 Board Minutes. (M.S.P.: Dobbins/Dempsey) – Motion passed.

A motion was made to table the motion to approve the December 17, 2019 Closed Session Minutes. (M.S.P.: Schneider/Dempsey) – Motion passed.

**Partner Presentation:**

- **CHADS Coalition for Mental Health:** Ben Chambers, Director of Development from CHADS, presented on the impact of their Signs of Suicide prevention and Family Support programs in the St. Charles County public school districts. CHADS provides services in all 5 public school districts, grades 5-12. Ben reported 8,000 students from the St. Louis region, requested support following the Signs of Suicide program.
- **Bethany Christian Services:** Christine Corcoran, Executive Director, and Kristen Zelle, Program Supervisor, from Bethany Christian Services presented on the impact of the Safe Families for Children program. Kristen reported they highest served population is 0 to 5 years old.

- **Community Living:** Sheri Wiltse, Chief Program Officer, from Community Living presented on the impact the Respite Center has for clients receiving CCRB-funded services. Since 2006, Community Living has provided 124,000 hours of respite to 80 children; serving 3-6 children in St. Charles County annually.

**Public Comment:** No Public Comment.

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

**Report of the Treasurer:** Bruce Sowatsky gave the Report of the Treasurer in Cory Elliot's absence. He reported on the twelve-month statement ending December 31, 2019. The Services Fund balance was \$1,055,210 and Current Assets were \$2,277,268. Actual tax revenues collected were \$712,116 on a budget amount of \$622,006 and Total Revenue was \$720,960 on a budget of \$616,256. Investment Income was \$8,989 and a TIF refund of \$144.56 was received. Requests for December services totaled \$351,532 on a budget amount of \$667,400. Explanations of the 4 line items that were over the 5% variance and over \$1,000 included: Community Living (respite), Foster & Adoptive Care Coalition (home-based), Preferred Family Healthcare (Outpatient Substance Use Treatment – intensive outpatient), and Youth In Need (transitional living) were due to high demand.

A motion was made to approve a wire-transfer for \$351,500.00 for the month of December. (M.S.P.: Dempsey/Marty) – Motion passed.

Bruce reported twenty-six (26) line items have more than 10% of funds remaining as of December 31. The line items with more than 10% of funds remaining were Bethany Christian Services (respite), Community Living (respite), Compass Health Network (Partnership with Families – wraparound and Parent Partner), Lutheran Family & Children's Service (counseling), NAMI St. Louis (Basics), Nurses for Newborns (home-based), Preferred Family Healthcare (Outpatient Substance Use Treatment – group, meds & labs, drug tests, and family therapy; Team of Concern – drug tests and school-based services), Saint Louis Counseling (Counseling – Love & Logic; crisis intervention; and Outpatient Psychiatry – initial and follow-up), ThriVe St. Louis (prevention), UMSL Center for Behavioral Health (case management), and Youth In Need (Counseling – group counseling; Crisis Intervention - crisis intervention and presentations; Teen Mothers – individual and group; transitional living; Temporary Shelter – shelter group.)

Bruce reported revenue for January 2020 increased 3.4% over 2019.

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

**Election of Officers:** Molly Dempsey nominated Nancy Schneider for the position of Chair for 2020. Nancy was willing to accept the nomination.

A motion was made to approve Nancy Schneider as Chair for 2020. (M.S.P.: Dempsey/Boschert) – Motion passed.

Nancy Schneider nominated Molly Dempsey for the position of Vice Chair for 2020. Molly was willing to accept the nomination.

A motion was made to approve Molly Dempsey for the position of Vice Chair for 2020.  
(M.S.P.: Schneider/Dobbins) – Motion passed.

Molly Dempsey nominated Cory Elliott for the position of Treasurer for 2020. Cory indicated prior to the meeting she was willing to accept the nomination.

A motion was made to approve Cory Elliott for the position of Treasurer for 2020.  
(M.S.P.: Dempsey/Marty) – 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 the committee will review the Personnel and Finance policies in 2020.

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

- Michelle McElfresh reported on the 2019 Fall Site Audits. Michelle and Jeanne Spencer reviewed a total of 711 files. Overall, CCRB partnering agencies attained 93.8% in meeting CCRB requirements in billing accuracy, residency, and age requirements.
- 2020 Contracts and Clinical Outcomes Agreements were mailed and are in the process of being returned to the CCRB.
- Conflict of Interest forms were distributed to Board members and should be returned to Jeanne Spencer. The Missouri Ethics forms were emailed to Board members and must be filed by May 1.
- CCRB staff presented at local health resource fairs and community events.
- Bruce and Michelle McElfresh met with a local minister who is beginning to establish mental health ministry in St. Charles County.
- Bruce and Dr. Cyndi Berry presented on the mental health needs surveys to the St. Charles and Francis Howell school districts and will meet with Fort Zumwalt, Orchard Farm, and Wentzville school districts at a later date.
- 2019 Year-End Clinical Outcomes Agreement Reports from partnering agencies are due by 2:00 p.m. on February 14.
- 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.
- Shower of Love is April 30, 2020.

**Old Business:** No Old Business.

**New Business:**

- **2020 Services Budget Adjustment:** Bruce reported the overall services budget and calculated utilization for agencies with 2 year funding was approved for \$22,000 less than projected. He recommended a new Services Budget of \$7,695,661.78. There is no change to the 2020 Administration budget.

A motion was made to adjust the 2020 Services Budget to \$7,695,661.78 as recommended. (M.S.P.: Dempsey/Dobbins) – Motion passed.

- **Children’s Trust Fund:** Molly Dempsey reported the Children’s Trust Fund (CTF) committee met on January 9 to discuss the 2020 CTF grant applications. The CTF Committee recommendations for 2020 funding were:

Community Living, Inc. (sensory equipment for respite center)	\$1,673.08
Crisis Nursery (car seats, transportation, and prevention groups)	\$3,780.00
Epworth Children & Family Services (client support/wraparound)	\$1,200.00
Our Lady’s Inn (food expenses)	\$4,000.00
<u>Youth In Need (Emergency Shelter supplies)</u>	<u>\$2,346.92</u>
<b>Total</b>	<b>\$13,000.00</b>

A motion was made to approve the 2020 Children’s Trust Fund grants totaling \$13,000 as presented. (M.S.P.: Dempsey/Dobbins) – Motion passed.

### **Announcements:**

Karen Englert announced the Boys & Girls Club’s gala on February 8 at the Ameristar Casino.

Sissy Swift announced the Child Center’s gala on April 18 and their Midwest Justice for Children Conference on March 18-20; both at the St. Charles Convention Center.

DiAnne Mueller announced the Crisis Nursery’s events:

- February 6 – Eat, Shop, Love; 5:00 p.m. to 6:30 p.m. at Plaza Frontenac – St. Louis. Guests are invited to donate gently used purses for clients.
- February 13 – Children’s Art Show; 5:30-7:30 p.m. at Picasso’s on Beale St – St. Charles. Guests are invited to bring art supplies for the Nursery’s art therapy program.
- April 4 – Gala, Sheraton Westport Lakeside Chalet – St. Louis

Jeanne Spencer announced the Shower of Love baby care drive will be April 30. Businesses, churches, schools, and groups are needed to host collection drives during April and volunteers are needed to organize and distribute donations on April 30. Shower of Love will support seven local non-profits serving babies and moms in St. Charles County – Birthright St. Charles, Nurses for Newborns, Our Lady’s Inn, Sts. Joachim & Ann Care Service, Saint Louis Crisis Nursery, ThriVe St. Louis, and Youth In Need.

**Adjournment:** A motion was made to adjourn the meeting at 8:52 a.m.  
(M.S.P.: Dobbins/Williams) – Motion passed.