

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
May 18, 2020

Meeting Call to Order: The meeting was called to order at 8:01 a.m. The meeting was conducted utilizing Zoom, a video conferencing online application, due to community restrictions caused by the COVID-19 virus.

Roll Call and Guests:

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

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Absent: Allison Onder

Guests: Mark Halastik and Jennifer Stenger (Big Brothers Big Sisters), Karen Englert (Boys & Girls Club of St. Charles County), Sissy Swift and Christine TenEyck (The Child Center, Inc.), Dottie Kastigar (Community Council of St. Charles County), Sheri Wiltse (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Jessica Coulter and Nedra Tanksley (Epworth Children and Family Services), Heather Lytle and Rachel Svejkosky (F.A.C.T.), Anne Zink (Foster & Adoptive Care Coalition), Shima Rostami (Gateway Human Trafficking), Kathy Thompson (LINC St. Charles County), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Angela Berra and Kyle Dooley (NAMI St. Louis), Melinda Monroe (Nurses for Newborns), Denise Fondren (Our Lady's Inn), Kelly Broeker and Megan Payton (Preferred Family Healthcare), Sandra Barker (Saint Louis Counseling), Brittany Morgan (Sts. Joachim & Ann Care Service), Alyssa Hilburn and Kirk Kasicki (The Sparrow's Nest), Felicia Linear and Mardronica Malone (ThriVe St. Louis), Greg Dahl (UMSL Center for Behavioral Health), Kristi Machica and Cara Merritt (Youth In Need)

Approval of Minutes: A motion was made to approve the April 27, 2020 Board Minutes. (M.S.P.: Williams/Marty) – Motion passed.

Partner Presentation:

- **Big Brothers Big Sisters:** Jennifer Stenger, Senior Relationship Specialist (St. Charles, and Mark Halastik (Senior Manager of Grants) presented an overview of services provided by Big Brothers Big Sisters (BBBS) to St. Charles County youth. BBBS has been conducting services via phone and virtual software, enabling staff to stay in contact with clients and mentors to maintain their relationships. BBBS has 131 active memberships in St. Charles County, with a Big-Little match average of 3 years. Jennifer shared a success story about one of their matches. BBBS will begin recruiting Bigs virtually in June. As a result of the COVID-19 virus, BBBS is seeing an increase in requests for resources and community service referrals.
- **Boys & Girls Club:** Karen Englert, CEO, presented on the services and programs provided to St. Charles County youth. The Boys & Girls Club (The Club) serves an average of 150 members per day at their two locations and about 900 youth annually. They closed on March 13 due to COVID-19, but have been able to connect virtually with many of their members and have made over 800 phone calls during the last few months.

The Club has also been providing food, technology, household, and personal supplies to families. Currently, all staff remains employed and the Club is preparing to re-open in phases, beginning in June. Karen shared they rely on parent and community feedback so they can meet the needs of their members and will continue virtual programming through the summer to all members.

- **Community Council:** Dottie Kastigar, Program Manager, presented on the Coordinated Entry program, which is funded through the CCRB. All Coordinated Entry staff remain employed and continue to provide referrals and connections to community resources. In the first quarter of 2020, Coordinated Entry had a 20% increase in call volume, with 35% of calls from families with children. In response to COVID-19, the United Way has partnered with the Community Council to provide additional resources; these include a motel shelter for those at high-risk for COVID-19 and isolating family members at a hotel if they test positive for COVID-19.
- **Epworth Children & Family Services:** Dr. Jessica Coulter, Director of Epworth Psychological Services (EPS), and Nedra Tanksley, Family Support Network (FSN) Program Manager presented on how Epworth has adjusted services to accommodate for the COVID-19 crisis.

EPS staff are prioritizing clients and sending out pre-testing evaluations and preparing families for psychological assessment services. They will begin seeing select clients in-office in June. Staff have been in contact with families offering phone support, virtual support, and referrals to community resources.

Family Support Network staff is providing telehealth therapy services to clients, supporting families through phone or virtual meetings. Each therapist provides support to eight families in the County. Many families are struggling with increased stress, adjusting to changes in work and education demands, lack of outlet for physical energy, social restrictions with family and friends, and emotional regulation. FSN has seen a decrease in available community supports due to the COVID crisis.

Public Comment: No Public Comment.

Report of the Chair: Nancy Schneider commended the agency partners for pivoting their program procedures in order to continue providing services during the COVID-19 health crisis.

Report of Standing Committees:

- Children's Trust Fund: No Children's Trust Fund report.
- Finance: Cory Elliott reported Finance will be discussed in Old Business.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: Bruce reported the CCRB staff will begin reviewing and revising the Finance and Personnel Policies for committee review this summer.

Report of Executive Director: Bruce Sowatsky reported:

- CCRB staff processed Emergency Funding applications and prepared summaries for the Finance Committee to review.
- The 2020 Needs Assessment is 70% complete and is anticipated to be complete in June.
- Shower of Love raised \$3,500 through online and community donations, and donations were distributed to the seven benefitting partners.
- CCRB staff redesigned and refreshed the CCRB public website.
- The Financial and Personnel policy sections are being reviewed and reformatted and will be distributed to the Executive – Personnel and Procedures Committee when ready to review.
- Reimbursement requests are down and agency partners were asked to post and share messages on social media and through other means about available services.

Old Business:

- **Emergency Funding:** Bruce reported Emergency Funding nine applications were received for approximately \$102,468.85 in requests. Compass Health Network requested a Line Item Transfer for two programs. The Finance Committee met to discuss the Emergency Funding applications and make funding recommendations. The recommendations were sent via email to the full Board. See table below for exact distribution.

A motion was made to approve \$102,468.85 in emergency funding requests as recommended by the Finance committee. (M.S.P.: Elliott/Williams) – Motion passed.

Emergency Funding Recommendations

Agency	Program	May Request	June Request	July Request	Total
Big Brothers Big Sisters	Mentoring	\$1,941.00	\$1,941.00	\$1,939.33	\$5,821.33
CHADS	Home Based	\$6,500.00	\$6,500.00	\$500.00	\$13,500.00
CHADS	Prevention	\$6,444.00	\$2,148.00	\$1,023.00	\$9,615.00
Child Center	Prevention	\$0.00	\$0.00	\$35,191.02	\$35,191.02
Child Center	Forensic Interviews	\$0.00	\$0.00	\$0.00	\$0.00
Gateway Human Trafficking	Prevention	\$1,721.50	\$1,721.50	\$1,721.50	\$5,164.50
Kids Under Twenty One	Prevention	\$6,059.00	\$6,059.00	\$6,059.00	\$18,177.00
LINC	Counseling	\$2,000.00	\$4,000.00	\$4,000.00	\$10,000.00
Lutheran Family & Children's	Counseling	\$2,000.00	\$2,000.00	\$1,000.00	\$5,000.00
Totals		\$26,665.50	\$24,369.50	\$51,433.85	\$102,468.85

New Business:

- **Line Item Transfer Request – Compass Health Network:** Compass requested a line item transfer request (\$44,345.16) between their school-based prevention, Pinocchio and their School-Based Mental Health Specialists programs due to the impact of COVID-19 on their ability to deliver prevention services.

A motion was made to approve Compass Health Network's line item transfer request for Prevention to increase School-Based Mental Health Specialists-Medicaid services (796 units, \$44,345.16) and decrease School-Based Prevention Services (265.9 units, \$26,665.10), decrease Pinocchio-individual (142 units, \$7,952.00), and decrease Pinocchio-group (462.9 units, \$12,729.75). (M.S.P.: Elliott/Boschert) – Motion passed. Ken Dobbins abstained from the discussion and voting due to conflict of interest.

Report of the Treasurer: Cory Elliott reported on the four-month statement ending April 30, 2020. The Services Fund balance was \$1,299,429 and Current Assets were \$2,521,692. Actual tax revenues collected were \$622,373 on a budget amount of \$639,390. The Total Revenue was \$622,373 on a budget of \$640,640. Requests for April services totaled \$556,631 on a budget amount of \$674,872. Explanations of the 19 line items that were over the 5% variance and over \$1,000 included: Behavioral Health Response (texting), Big Brothers Big Sisters (mentoring), Compass Health Network (family assistance), Epworth Children & Family Services (psychological assessments and home-based services), FamilyForward (counseling), Foster & Adoptive Care Coalition (crisis interventions), Gateway Human Trafficking (presentations), LINC St. Charles County (wraparound), Our Lady's Inn (teen parents), Saint Louis Counseling (counseling), and The Sparrow's Nest (teen mothers) were due to high demand. Compass Health Network (Pinocchio – individual), Megan Meier Foundation (counseling), and United Services for Children (school-based and behavioral services) were over the variance due to school-based usage. Compass Health Network (Medicaid) was over due to multiple months of billing.

A motion was made to approve a wire-transfer for \$627,600 for the month of April. (M.S.P.: Elliott/Dobbins) – Motion passed.

Bruce Sowatsky reported revenues have increased 8.9% year to date over 2019.

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

Announcements:

Katrina McDonald Fuller, Compass Health Network, announced their new 24-hour crisis hotline available to all community members in need of mental health resources and help. Call 1-888-237-4567.

Sissy Swift, The Child Center, Inc, announced they will hold a virtual gala on May 30 and their golf tournament is scheduled for June 19.

Adjournment: A motion was made to adjourn the meeting at 9:12 a.m. (M.S.P.: Williams/Dobbins) – Motion passed.